PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complete par le Responsable technique / Chargé du projet)

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

A. General Information / Informations générales Contract Number / Numéro du contrat : Contractor Name / Nom du Contracteur : Adga Group Consultants Inc. Task Authorization (TA) No. / No. Commitment No. / No de Financial Coding / Code Date of Issuance / Date Response required by / de l'autorisation de tâches (AT) : l'engagement : financier: d'émission: Réponse requise par : 2021001923 1000354869 190830030, 2001, 30700 January 5, 2021 January 8, 2021 B. For Amendments Only / Aux fins de modification seulement Amendment No. / Nº de la modification : Reason for the Amendment / Raison pour la modification: C. TA Requirements / Exigences relatives à l'AT Required Resource(s) / Ressource(s) requise(s) Estimated Level of Effort (days) / Niveau Linguistic Profile / Profile | Required Level(s) of Security / Level / Niveau Category / Catégorie d'effort estimatif linguistique Niveau(x) de sécurité requis (iours) + **Business Transformation Architect** 3 English / Anglais Secret ** Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.) STATEMENT OF WORK 1.0 TITLE B.7 – Business Transformation Architect. Level 3 2.0 OBJECTIVE The Canada Border Services Agency (CBSA) requires a variety of Information Management (IM)/Information Technology (IT) professional services resources with knowledge and experience supporting and assisting with Government of Canada business application, infrastructure and systems projects. The purpose of these services is to augment capacity in the planning and execution of departmental IM/IT initiatives managed by the Information, Science and Technology Branch and the Traveller's Branch supporting the Traveller's Program, on an as and when required basis. This Business Transformation Architect will provide advice, engage stakeholders and design Cloud-based governance processes. 3.0 BACKGROUND CBSA is responsible for providing integrated services supporting national security and public safety priorities while facilitating the free flow of people and goods. CBSA manages this priority through its design, development, implementation and ongoing support of IM/IT tools and systems at the Agency, while maintaining the integrity and availability of all technology infrastructures and applications. The Information, Science and Technology Branch (ISTB) provides technology leadership of corporate business applications and IT programs at CBSA. ISTB provides delivery of technology products, applications and services to meet business needs while investing in modern IT infrastructure to

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

maintain, build on and innovate current and future IM/IT Agency initiatives. The Traveller's Branch provides program, policy and project management oversight on the Traveller's Programs and its supporting IT projects.

The Travellers Program currently leverages more than 40 IT assets, many of which are mission critical systems, and allow the Agency to manage the flow of people at border entry points. The program includes major projects with Treasury Board oversight.

The key to successful project implementation is adherence to effective delivery principles and active communication. Working with various partners, such as Shared Services Canada (SSC), CBSA ensures all required IM/IT initiatives are strategically aligned with operational requirements and are delivered on time, on budget and in accordance with project objectives. CBSA is seeking IM/IT professional services on an as and when required basis to provide critical key support for these initiatives.

4.0 SCOPE OF THE WORK

The Contractor must complete the deliverables outlined in this statement of work through IM/IT professional services with the following resource category:

RESOURCE CATEGORY LEVEL OF EXPERTISE

B.7 Business Transformation Architect LEVEL 3

5.0 TASKS

Tasks may include, but will not be limited to the following:

- Analyze and develop business and technical success "critical success factors", dependencies and risks;
- · Analyze and develop architecture requirements design, process development and process mapping;
- Be responsible for leading other functional staff to define business strategy and processes in support of transformation and change management activities:
- Be responsible for leading other functional staff to define cloud governance strategy and processes;
- Analyze and develop conceptual solution options in support of the priorities and business requirements;
- Provide recommendations for governance processes (Agile, Hybrid, other);
- Prepare, develop, and maintain governance process documents for:
- o Cloud Intake processes;
- o Cloud Application Modification processes;
- o Cloud Operations processes;
- o Cloud Service Management processes
- Validate governance processes with the various stakeholders described in the scope of work;
- Provide continuous improvement and scalability for Cloud governance processes:
- Provide assistance to all members of the governance teams;
- Create presentations and present to various stakeholders, and facilitate meetings and discussions;
- Collaborate with business and technical resources on related projects and enterprise initiatives;
- Develop conceptual and technical architectures and strategies to meet the business and application requirements;
- Ensure the integration of all aspects of technology solutions;
- Monitor industry trends to ensure that solutions fit with government and industry directions for technology;
- · Provide support to business, applications and technical support in the proper application of existing infrastructure; and
- Coach, mentor and train the organization on any of the above.

Other tasks common to all work streams may include, but will not be limited to the following:

- Participate, collaborate and contribute in the various Governance working groups;
- Work with a variety of stakeholders, provide expert IM/IT best practice advice/solutions for Traveller's Program projects;
- Document business and governance processes, including but not limited to:
- o Process Scopes:
- o Process Description;
- o Process Inputs/Outputs:
- o Process Detailed Steps;
- o RACI;
- o Process decision-level making;
- o Issue Log;
- o Risk log
- Formulate and manage the IM/IT project plans by defining deliverables, identifying and providing resources, identifying key milestones, reviewing

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

project progress against milestones, and engaging ongoing risk management;

- Develop and maintain systems for the management and control of IM/IT requirements on projects in a manner compatible with client standards and quidelines. This includes communications and consultations with various stakeholders in the process;
- Provide monthly project progress reports;
- Coach, and mentor teams' members and users on best practices and provide knowledge transfer.
- · Conduct stakeholder meetings; and,
- Work with project teams and other stakeholders, manage the IM/IT requirements on projects.

6.0 DELIVERABLES (List of expected deliverables to be produced or provided)

The Contractor will provide the following Deliverables:

Due Date

TBD by Technical Authority as needed

Status reports – weekly activity updates Weekly

Project Plan and Tracking Report – report of all projects / tasks created and updated as requested. Weekly (as required)

Cloud Governance Process – High level design: documentation of the processes and stakeholders priorities. Q3 2020

Cloud Governance Process – High-Level Presentation: MS-Powerpoint presentation of the stakeholders priorities and processes. Q4 2021

Cloud Governance Process – Detail-Level Design: documentation of the processes. Q3 2020

Cloud Governance Process – Detail-Level Documentation: details of the common processes. Q1 2021

Cloud Governance Process – Detail-Level Presentation: MS-Powerpoint presentation of the stakeholders priorities and processes. Q2 2021

Cloud Governance Process – Detail-Level Sub-Process Documentation: details of the common processes and sub-processes. Q3 2022

Deliverables must be submitted in hard and soft copies in the appropriate formats (e.g. MS Project or MS Office Suite applications) as identified in the TA. All electronic deliverables must comply with departmental software standards, currently MS Office Suite latest version. Where required, CBSA will provide the Contractor with the required forms and templates to meet these standards.

All documents developed and/or updated by each of the Contractor's resources must be provided to the Project Authority for review, approval, and signatures (as required).

7.0 CLIENT SUPPORT

The client will provide all documentation and information necessary for the Work.

8.0 LANGUAGE REQUIREMENTS

While proposed resources must be fluent in English, there may be a requirement for specific resources to be fluent in both official languages, which will be specified in the TA.

9.0 WORK LOCATION

The contractor must be willing and able to accept a flexible work arrangement, which may include any or all of the following:

- Shared cubicles when working on-site within the National Capital Region (NCR)
- Use of collaborative work spaces
- Working remotely off-site

CBSA will provide, subject to security requirements, and only to the specified resource personnel, access to identified database or applications residing on CBSA computers or networks for the sole purpose of executing tasks associated with this Contract. CBSA, at its sole discretion, will identify the nature and characteristics of such access.

10.0 TRAVEL

No travel related expenses or living expenses will be provided for travel to or from CBSA offices or sites within the NCR. The Contractor resources may be required to visit facilities site locations and construction sites outside the NCR.

Period of Services / Période de service:

Initial Start Date / Date de début initiale :

18-Jan-2021

Initial End Date / Date de fin initiale :

31-Jan-2023

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,					***************************************					
Extented End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :										
Option To Extend Initial End	l Date / Option	pour prolo	nger la date de	fin initial	e					
Travel Requirement(s) / Exigence(s) de voyage :			n/a							
Work Location(s) / Lieu(x) de travail :			Within the National Capital Region on CBSA premises							
PART 2 (completed by the Contractor a	nd/or the Technical/P	roject Authority)	/ PARTIE 2	(complete p	g le Contrac	eur at/ou le Respon	sable technique / Chargo	eduprajet)		
A. Contractor Resource(s) / Note: once approved, only the following resour		~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~		ouvée, seules l	es ressource	s sulvantes peuvent	fournir des services sous	la présente AT.		
Name / Nom	Cate	gory / Catéç	gorie	Level / Niveau			Level of Securit de sécurité	PWGSC Security File No. / Nº du dossier de sécurité TPSGC		7
	Transf	Business ormation Ar	chitect	3						+
B. Estimated Cost / Coût es	timatif									
Category / Catégorie		Leve l / Niveau	Per Diem Rate / Taux journalier		aux	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)		Total Cost / Coût estimatif		
+ Business - Transformation Archi	tect	3						\$3	\$361,204.80	
Estimated Cost / Coût estimatif \$361,204.80				361,204.80	Š					
	Total	Estimated T	ravel and Livin	g Cost / C	oût tota	l estimatif de	voyage et de vie	***************************************	\$0.00	
Taxe % applied / % de taxes appliquées 13.000 Applicable Taxes / Taxes applicables \$46,956.62			46,956.62							
Total Estimated Cost / Coût total estimatif					\$408,161.42					
k										

PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

lay signing this 1A, the authorized client authority and/or the PWGSC. Contracting Authority certify(les) that the content of this TA is in accordance with the conditions of the Contract.	en apposant sa signature sur l'A I, le client autorise et/ou l'autorité contractante de 1PSGC. atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.
The client's authorization limit is . When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du client est . Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.
Name of Authorized Client / Nom du client autorisé NEWBURY RUSSELL Digitally signed by NEWBURY RUSSELL Date: 2021.01.18 08:44:32 -05'00' Signature	Name of Contracting Authority / Nom de Date l'autorité contractante Cornelisse, Alexander Date Or Comelisse, Alexander C = CA = GC OU = PRICE C = FESCO Date OU = CA O = GC OU = CA O = G
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNA	ATURE DU CONTRACTEUR DocuSigned by:
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre	1/15/2021
de la personne autorisée à signer au nom de l'entrepreneur	DB1217C67D1544B Date

Purchasing Office - Bureau des achats:

Informatics Professional Services - EL Division/Services professionnels en informatique division EL

Terrasses de la Chaudière 4th Floor 10 Wellington Street Gatineau Ouébec K1A 0S5

CONTRACT - CONTRAT

You are requested to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price or prices set out therefor.

Nous vous demandons de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans les présentes, et aux annexes ci-jointes, les biens, services et construction énumérés dans les présentes, et sur toute feuille ci-annexée, au(x) prix indiqué(s).

The Vendor/Firm hereby accepts/acknowledges this contract.

Le fournisseur/entrepreneur accepte le présent contrat/en accuse réception.

Signature Date Name, title of person authorized to sign (type or print) Nom et titre du signataire autorisé (taper ou imprimer)

Comments - Commentaires

Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur

869631606PG0001 **EMERION** 368 Dalhousie Street Suite 200 Ottawa Ontario K1N7G3 Canada

Title - Sujet TBIPS IT Services EDW & Bl Contract No. - N° du contrat Date 47419-223800/001/EL 2019-07-08 Client Reference No. - N° de référence du client 1000343800 Requisition No. - N° de la demande 47419-223800 File No. - N° de dossier CCC No./N° CCC - FMS No./N° VME 637el.47419-223800 Financial Code(s) GST/HST Code(s) financier(s) TPS/TVH 192060080 2001/30700 F.O.B. - F.A.B. Destination GST/HST - TPS/TVH **Duty - Droits** See Herein - Voir ci-inclus See Herein - Voir ci-inclus Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes Invoices - Original and two copies to be sent to: Factures - Envoyer l'original et deux copies à: CANADA BORDER SERVICES AGENCY 2E ETAGE, #260-01 105, RUE MCGILL vendors-fournisseurs@cbsa-asfc.gc.c **MONTREAL** Quebec H2Y2E7 Canada Address Enquiries to: - Adresser toutes questions à: Buyer Id - Id de l'acheteur Bitsene, Marlene 637el FAX No. - N° de FAX Telephone No. - N° de téléphone (613) 858-9976 () () -Total Estimated Cost - Coût total estimatif **Currency Type - Devise** \$2,745,050,00 For the Minister - Pour le Ministre Digitally signed by BITSENE, MARLENE Date: 2019.07.08 13:53:36 -04'00'



BITSENE, MARLENE

FOR CONTRACTS AGAINST A SUPPLY ARRANGEMENT FOR TASK-BASED INFORMATICS PROFESSIONAL SERVICES (TBIPS)

A.7 PROGRAMMER ANALYST (COGNOS DEVELOPER) – LEVEL 3
I.11 TECHNOLOGY ARCHITECT (DATA WAREHOUSE) – LEVEL 2
I.3 DATABASE ANALYST (EDW & BI) – LEVEL 3
I.5 IM ARCHITECT (EDW & BI) – LEVEL 3
P.9 PROJECT MANAGER – LEVEL 2

FOR CANADA BORDER SERVICES AGENCY (CBSA)

Table of Contents

1.	Requirement	3
2.	Task Authorization	
3.	Minimum Work Guarantee	
4.	Standard Clauses and Conditions	7
5.	Security Requirement	8
6.	Contract Period	9
7.	Authorities	9
8.	Proactive Disclosure of Contracts with Former Public Servants	10
9.	Payment	10
10.	Invoicing Instructions	13
11.	Certifications and Additional Information	14
12.	Federal Contractors Program for Employment Equity - Default by Contractor	14
13.	Applicable Laws	14
14.	Priority of Documents	14
15.	Foreign Nationals (Canadian Contractor)	15
16.	Insurance Requirements	15
17.	Limitation of Liability - Information Management/Information Technology	17
18.	Professional Services - General	18

	t Number: 223800/001/EL	Amendment Number:	Buyer ID: 637EL
19.	Safeguarding Electronic Media		19
20.	Reporting Requirements		19
21.	Representations and Warranties		19
22.	Implementation		20
23.	Identification Protocol Responsibilit	ies	20

List of Annexes to the Resulting Contract: Annex A Statement of Work Annex B Basis of Payment Annex C Security Requirements Check List

1. Requirement

- (a) Emerion (the "Contractor") agrees to supply to the Client the services described in the Contract, including the Statement of Work, in accordance with, and at the prices set out in, the Contract. This includes providing professional services as and when requested by Canada, to one or more locations to be designated by Canada, excluding any locations in areas subject to any of the Comprehensive Land Claims Agreements.
- (b) Client: Under the Contract, the "Client" is Canada Border Services Agency.
- (c) Reorganization of Client: The Contractor's obligation to perform the Work will not be affected by (and no additional fees will be payable as a result of) the renaming, reorganization, reconfiguration, or restructuring of any Client. The reorganization, reconfiguration and restructuring of the Client includes the privatization of the Client, its merger with another entity, or its dissolution, where that dissolution is followed by the creation of another entity or entities with mandates similar to the original Client. In connection with any form of reorganization, Canada may designate another department or government body as the Contracting Authority or Technical Authority, as required to reflect the new roles and responsibilities associated with the reorganization.
- (d) **Defined Terms**: Words and expressions defined in the General Conditions or Supplemental General Conditions and used in the Contract have the meanings given to them in the General Conditions or Supplemental General Conditions. Any reference to an Identified User in the Supply Arrangement is a reference to the Client. Also, any reference to a "deliverable" or "deliverables" includes all documentation outlined in this Contract. A reference to a "local office" of the Contractor means an office having at least one full time employee that is not a shared resource working at that location.

2. Task Authorization

- (a) As-and-when-requested Task Authorizations: The Work or a portion of the Work to be performed under the Contract will be on an "as-and-when-requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract. The Contractor must not commence work until a validly issued TA has been issued by Canada and received by the Contractor. The Contractor acknowledges that any work performed before such issuance and receipt will be done at the Contractor's own risk.
- (b) Allocation of Task Authorizations: More than one contract has been awarded for this requirement. As a result, the Task Authorizations issued under this series of contracts will be allocated in accordance with the following:
 - (i) At the time this series of contracts was awarded, each contractor was allocated an amount of funding as specified in the Limitation of Expenditure based on the evaluation process described in the bid solicitation that resulted in the award of this series of contracts.
 - (ii) When a Task Authorization is issued, Canada will use a rotational method to allocate the draft Task Authorizations where the rotation is based on the ranking obtained by the Contractor during the Bid Solicitation.
 - (iii) Canada will send the first TA to the first ranked Contractor, the second TA to the second ranked Contractor. This rotational process will be repeated for each subsequent series of TAs issued by Canada.
 - (iv) The Contractor sent a draft TA will have the time set out further below under the subparagraph entitled "Contractor's Response to Draft Task Authorization" to respond to the Contracting Authority.
 - (v) If the Contractor to whom the draft TA is first sent either fails to respond on time or confirms in writing that it refuses to perform the task, the draft TA will then be forwarded to the next-ranked Contractor. In the event that Canada determines the proposed

resource(s) does not meet the minimum experience or other requirements of the categories identified in the draft TA, Canada may, at its entire discretion request that the Contractor propose another resource and the Contractor will have the time set out in the subparagraph "Contractor's Response to Draft Task Authorization" to respond. If the Contractor fails to respond on time or Canada determines that the proposed resource(s) does not meet the minimum experience or other requirements of the categories identified in the draft TA, the draft TA will be forwarded to the next-ranked Contractor.

- (vi) If the Contractor refuses a TA or fails to submit a valid response, the dollar value of the TA may be subtracted from the dollar value of the Contractor's Contract and may be reallocated, at the Contracting Authority's sole discretion, in whole or in part, to the other contractors in that same Workstream.
- (vii) The process of sending out a draft TA will continue until Canada either cancels the requirement for the task or it has been validly issued to one of the contractors. If none of the contractors can perform the task (in accordance with all the terms and conditions of this series of contracts), Canada may acquire the required Work by other means.
- (viii) Any of the contractors may advise the Technical Authority and the Contracting Authority in writing that it is unable to carry out additional tasks as a result of previous commitments under one or more TAs issued under this series of contracts, and no draft TA will be sent to that contractor until that contractor has given notice in writing to the Technical Authority and the Contracting Authority that it is again available to perform additional tasks.
- (ix) If it is found that the allocation process described at part (ii) above has resulted in the award of a disproportionate dollar value of work between the Contractors, the Contractors agree that Canada, in its sole discretion, may deviate from the allocation process and issue TAs in the manner required to re-establish a proportional allocation.
- (c) Assessment of Resources Proposed at TA Stage: Processes for issuing, responding to and assessing Task Authorizations are further detailed in Appendices A,B, C and D of Annex A.
- (d) Form and Content of draft Task Authorization:
 - (i) The Technical Authority will provide the Contractor with a description of the task in a draft Task Authorization using the form specified in Appendix B of Annex A.
 - (ii) The draft Task Authorization will contain the details of the activities to be performed, and must also contain the following information:
 - (A) the task number;
 - (B) The date by which the Contractor's response must be received (which will appear in the draft Task Authorization, but not the issued Task Authorization);
 - (C) the categories of resources and the number required;
 - a description of the work for the task outlining the activities to be performed and identifying any deliverables (such as reports);
 - (E) the start and completion dates;
 - (F) any option(s) to extend initial end date (if applicable);
 - (G) milestone dates for deliverables and payments (if applicable);
 - (H) the number of person-days of effort required;
 - (I) whether the work requires on-site activities and the location;
 - (J) the language profile of the resources required;
 - (K) the level of security clearance required of resources;

- (L) the price payable to the Contractor for performing the task, with an indication of whether it is a firm price or a maximum TA price (and, for maximum price task authorizations, the TA must indicate how the final amount payable will be determined; where the TA does not indicate how the final amount payable will be determined, the amount payable is the amount, up to the maximum, that the Contractor demonstrates was actually worked on the project, by submitting time sheets filled in at the time of the work by the individual resources to support the charges); and
- (M) any other constraints that might affect the completion of the task.
- (e) Contractor's Response to Draft Task Authorization: The Contractor must provide to the Technical Authority, within 2 working days of receiving the draft Task Authorization (or within any longer time period specified in the draft TA), a quotation with the proposed total price for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract, as well as its corresponding proposed resource(s) in accordance with Appendix A to Annex A of the Contract. The Contractor's quotation must be based on the rates set out in the Contract. The Contractor will not be paid for preparing or providing its response or for providing other information required to prepare and validly issue the TA.
- (f) Task Authorization Limit and Authorities for Validly Issuing Task Authorizations:

To be validly issued, a TA must include the following signatures:

- (i) for any TA, inclusive of revisions, with a value less than or equal to 300,000.00 (excluding Applicable Taxes), the TA must be signed by the Technical Authority; and
- (ii) for any TA with a value greater than this amount, a TA must be signed by the Technical Authority and Contracting Authority.

Any TA that does not bear the appropriate signature(s) is not validly issued by Canada. Any work performed by the Contractor without receiving a validly issued TA is done at the Contractor's own risk. If the Contractor receives a TA that is not appropriately signed, the Contractor must notify the Contracting Authority. By providing written notice to the Contractor, the Contracting Authority may suspend the Client's ability to issue TA's at any time, or reduce the dollar value threshold described in sub-article (i) above; any suspension or reduction notice is effective upon receipt.

(g) Periodic Usage Reports:

- (i) The Contractor must compile and maintain records on its provision of services to the federal government under Task Authorizations validly issued under the Contract. The Contractor must provide this data to Canada in accordance with the reporting requirements detailed below. If some data is not available, the reason must be indicated. If services are not provided during a given period, the Contractor must still provide a "NIL" report. The data must be submitted on a quarterly basis to the Contracting Authority. From time to time, the Contracting Authority may also require an interim report during a reporting period.
- (ii) The quarterly periods are defined as follows:
 - (A) 1st quarter: April 1 to June 30;
 - (B) 2nd quarter: July 1 to September 30;
 - (C) 3rd quarter: October 1 to December 31; and
 - (D) 4th quarter: January 1 to March 31.

The data must be submitted to the Contracting Authority no later than 10 calendar days after the end of the reporting period.

- (iii) Each report must contain the following information for each validly issued TA (as amended):
 - (A) the Task Authorization number and the Task Authorization Revision number(s), if applicable;
 - (B) a title or a brief description of each authorized task;
 - (C) the name, Resource and level of each resource involved in performing the TA, as applicable;
 - (D) the total estimated cost specified in the validly issued TA of each task, exclusive of Applicable Taxes;
 - (E) the total amount, exclusive of Applicable Taxes, expended to date against each authorized task;
 - (F) the start and completion date for each authorized task; and
 - (G) the active status of each authorized task, as applicable (e.g., indicate whether work is in progress or if Canada has cancelled or suspended the TA, etc.).
- (iv) Each report must also contain the following cumulative information for all the validly issued TA's (as amended):
 - (A) the amount, exclusive of Applicable Taxes, specified in the Contract (as last amended, as applicable) as Canada's total liability to the Contractor for all validly issued TA's; and
 - (B) the total amount, exclusive of Applicable Taxes, expended to date against all validly issued TA's.
- (h) Refusal of Task Authorizations or Submission of a Response which is not Valid: The Contractor is not required to submit a response to every draft TA sent to it by Canada. However, in addition to Canada's other rights to terminate the Contract, Canada may immediately, and without further notice, terminate the Contract for default in accordance with the General Conditions if the Contractor in at least three instances has either not responded or has not submitted a valid response when sent a draft TA. For greater clarity, each draft TA, which is identifiable by its task number, will only count as one instance. A valid response is one that is submitted within the required time period and meets all requirements of the draft TA issued, including proposing the required number of resources who each meet the minimum experience and other requirements of the categories identified in the draft TA at pricing not exceeding the rates set out in Annex A.
- (i) Consolidation of TA's for Administrative Purposes: The Contract may be amended from time to time to reflect all validly issued Task Authorizations to date, to document the Work performed under those TA's for administrative purposes.
- 3. Minimum Work Guarantee
- (a) In this clause,
 - "Maximum Contract Value" means the amount specified in the "Limitation of Expenditure" clause set out in the Contract; and
 - (ii) "Minimum Contract Value" means \$20,000.00 (excluding Applicable Taxes).
- (b) Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with sub-article (c), subject to sub-article (d). In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract Period to perform the Work described in the Contract. Canada's maximum liability for work performed under the Contract must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.

- (c) In the event that Canada does not request work in the amount of the Minimum Contract Value during the Contract Period, Canada must pay the Contractor the difference between the Minimum Contract Value and the total cost of the Work requested.
- (d) Canada will have no obligation to the Contractor under this article if Canada terminates the entire Contract
 - (i) for default;
 - (ii) for convenience as a result of any decision or recommendation of a tribunal or court that the contract be cancelled, re-tendered or awarded to another supplier; or
 - (iii) for convenience within ten business days of Contract award.

4. Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual (https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) issued by Public Works and Government Services Canada.

(a) General Conditions:

(i) 2035 (2018-06-21), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

With respect to Section 30 - Termination for Convenience, of General Conditions 2035, Subsection 04 is deleted and replaced with the following Subsections 04, 05 and 06:

- 4. The total of the amounts, to which the Contractor is entitled to be paid under this section, together with any amounts paid, due or becoming due to the Contractor must not exceed the Contract Price.
- 5. Where the Contracting Authority terminates the entire Contract and the Articles of Agreement include a Minimum Work Guarantee, the total amount to be paid to the Contractor under the Contract will not exceed the greater of:
 - (a) the total amount the Contractor may be paid under this section, together with any amounts paid, becoming due other than payable under the Minimum Work Guarantee, or due to the Contractor as of the date of termination, or
 - (b) the amount payable under the Minimum Work Guarantee, less any amounts paid, due or otherwise becoming due to the Contractor as of the date of termination.
- 6. The Contractor will have no claim for damages, compensation, loss of profit, allowance arising out of any termination notice given by Canada under this section except to the extent that this section expressly provides. The Contractor agrees to repay immediately to Canada the portion of any advance payment that is unliquidated at the date of the termination.

(b) Supplemental General Conditions:

The following Supplemental General Conditions:

- 4002 (2010-08-16), Supplemental General Conditions Software Development or Modification Services:
- (ii) 4006 (2010-08-16), Supplemental General Conditions Contractor to Own Intellectual Property Rights in Foreground Information:

apply to and form part of the Contract.

5. Security Requirement

The following security requirements (SRCL # 19 and related clauses provided by the Contract Security Program) as set out under Annex "B" to the Supply Arrangement, applies to and forms part of the Contract.

- 1. The Contractor must, at all times during the performance of the Contract, hold a valid Facility Security Clearance at the level of SECRET, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
- The Contractor personnel requiring access to PROTECTED/CLASSIFIED information, assets or sensitive work site(s) must EACH hold a valid personnel security screening at the level of RELIABLITY STATUS, CONFIDENTIAL or SECRET as required, granted or approved by CISD/PWGSC.
- 3. The Contractor MUST NOT remove any PROTECTED/CLASSIFIED information from the identified work site(s), and the Contractor must ensure that its personnel are made aware of and comply with this restriction.
- 4. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
- 5. The Contractor must comply with the provisions of the:
 - a. Security Requirements Check List and security guide (if applicable), attached at Annex C;
 - b. Industrial Security Manual (Latest Edition).

ADDITIONAL CBSA SECURITY REQUIREMENT:

- (a) The CBSA, will conduct its own personnel Reliability Status assessment on the recommended Bidder and its personnel as per the Treasury Board Secretariat of Canada's (TBS) "Security and Contracting Management Standard" and the "Policy on Government Security Personnel Security Standard", irrespective of whether such assessment has already been conducted under any such policies. Reliability Status assessment conducted by the CBSA will include a credit check performed by an authorized secure official with CBSA's "Personnel Security Screening Section" (PSSS), which is independent of the Public Works and Government Services Canada's (PWGSC), "Canadian Industrial Security Directorate" (CISD) and the "International Industrial Security Directorate" (IISD).
- (b) For each proposed resources, the Bidder should submit a complete signed original TBS 330-23 Form Personnel Screening Consent and Authorization (https://www.tbs-sct.gc.ca/tbsf-fsct/330-23-eng.asp) with their bid. If not provided with the bid, the Bidder must provide it upon request and in the timeframe stated by the Contracting Authority (prior to Contract Award).
- (c) Until the credit check, fingerprinting and all other security screening processes required by this Request for Proposal have been completed and the recommended Bidder and the proposed personnel is deemed suitable by the CBSA, no contract will be awarded and the recommended Bidder personnel will not be permitted access to Protected / Classified information or assets, and will not be permitted to enter sites where such information or assets are kept.
- (d) In the event the recommended Bidder is not deemed suitable following the security screening process required by the CBSA, the said recommended Bidder's bid will be deemed non-compliant and the next ranked Bidder will be contacted. If only one bid was obtained and the recommended Bidder does not meet the security requirement, then, the Contracting Authority will determine the next steps in order to ensure all requirements are met.

*Fees are applicable. Fingerprinting will be at the Bidder's cost.

6. Contract Period

- (a) **Contract Period**: The "**Contract Period**" is the entire period of time during which the Contractor is obliged to perform the Work, which includes:
 - (i) The "**Initial Contract Period**", which begins on the date the Contract is awarded and ends two years later; and
 - (ii) The period during which the Contract is extended, if Canada chooses to exercise any options set out in the Contract.

(b) Option to Extend the Contract:

- (i) The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two additional two-year periods under the same terms and conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions set out in the Basis of Payment.
- (ii) Canada may exercise this option at any time by sending a written notice to the Contractor before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced, for administrative purposes only, through a contract amendment.

7. Authorities

(a) Contracting Authority

The Contracting Authority for the Contract is:

Name: Marlene Bitsene Title: Supply Team Leader

Public Works and Government Services Canada

Acquisitions Branch

Directorate: Professional Services Procurement Directorate

Address: 11 Laurier St., Gatineau, Québec

Telephone: 613-858-9976

E-mail address: marlene.bitsene@tpsgc-pwgsc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

(b) Technical Authority

Telephone:

The Technical Authority for the Contract is:

Name: Nathalie Gaul

Title: Manager, Enterprise Data Warehouse & Business Intelligence

Organization: Canada Border Services Agency (CBSA)

Address: 333 North River Road Tower A, 7th floor

Ottawa, ON K1A 0L8 (343) 291-5306 OR (613) 218-7962 (cell)

E-mail address: nathalie.gaul@cbsa-asfc.gc.ca

The Technical Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and] is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Technical Authority; however, the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

(c) Contractor's Representative

Name: Title:

Address: 368 Dalhousie Street, Suite 200 Ottawa, Ontario K1N 7G3

Telephone: (613) 241-0222
Facsimile: 613 – 241-2229
E-mail address: contracts@emerion.ca

8. Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a <u>Public Service Superannuation Act</u> (PSSA) pension, the Contractor has agreed that this information will be reported on departmental web sites as part of the published proactive disclosure reports, in accordance with Contracting Policy Notice: 2012-2 of the Treasury Board Secretariat of Canada.

9. Payment

(a) Basis of Payment

- (i) Professional Services provided under a Task Authorization with a Maximum Price: For professional services requested by Canada, in accordance with a validly issued Task Authorization, Canada will pay the Contractor, in arrears, up to the Maximum Price for the TA, for actual time worked and any resulting deliverables in accordance with the firm all-inclusive per diem rates set out in Annex B, Basis of Payment, Applicable Taxes extra. Partial days will be prorated based on actual hours worked based on a 7.5-hour workday.
- (ii) Professional Services provided under a Task Authorization with a Firm Price: For professional services requested by Canada, in accordance with a validly issued Task Authorization, Canada will pay the Contractor the firm price set out in the Task Authorization (based on the firm, all-inclusive per diem rates set out in Annex B), Applicable Taxes extra.
- (iii) Travel and Living Expenses National Joint Council Travel Directive The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal and private vehicle expenses provided in Appendices B, C and D of the National Joint Council Travel Directive and with the other provisions of the directive referring to "travellers", rather than those referring to "employees". All travel must have the prior authorization of the Technical Authority. The Contractor will be paid for actual time spent travelling in accordance with the firm per diem rate set out in Annex B which per diem is based on a 7.5-hour workday.
- (iv) Competitive Award: The Contractor acknowledges that the Contract has been awarded as a result of a competitive process. No additional charges will be allowed to compensate for errors, oversights, misconceptions or underestimates made by the Contractor when bidding for the Contract.
- (v) Contractor's Firm Per Diem Rates: The Contractor agrees that the rates set out in Annex B remain firm throughout the Contract Period, except as may be provided for in the express terms of the contract. In reference to Article 18(1) of SACC General Conditions 2035, the Contractor acknowledges that its obligation to provide services in accordance with the firm rates set out in Annex B is unaffected by the application of any existing law or any new law which may come into effect during the Contract Period.

(vi) Professional Services Rates: In Canada's experience, bidders from time to time propose rates at the time of bidding for one or more Resource Categories that they later refuse to honour, on the basis that these rates do not allow them to recover their own costs and/or make a profit. This denies Canada of the benefit of the awarded contract. If the Contractor does not respond or refuses to provide an individual with the qualifications described in the Contract within the time described in the Contract (or proposes instead to provide someone from an alternate category at a different rate), whether or not Canada terminates the Contract as a whole or in part or chooses to exercise any of the rights provided to it under the general conditions, Canada may impose sanctions or take other measures in accordance with the PWGSC Vendor Performance Corrective Measure Policy (or equivalent) then in effect, which measures may include an assessment that results in conditions applied against the Contractor to be fulfilled before doing further business with Canada, or full debarment of the Contractor from bidding on future requirements.

(b) Limitation of Expenditure – Cumulative Total of all Task Authorizations

- (i) Canada's total liability to the Contractor under the Contract for all validly issued Task Authorizations (TAs), inclusive of any revisions, must not exceed the amount set out on page 1 of the Contract, less any Applicable taxes. With respect to the amount set out on page 1 of the Contract, Customs duties are included and Applicable Taxes are included
- (ii) No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
- (iii) The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 - (A) when it is 75 percent committed, or
 - (B) 4 months before the contract expiry date, or
 - (C) As soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions,

whichever comes first.

(i) If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Providing this information does not increase Canada's liability.

(c) Method of Payment - Monthly Payment

Canada will pay the Contractor on a monthly basis for work performed during the month covered by the invoice in accordance with the payment provisions of the Contract if:

- (i) an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- (ii) all such documents have been verified by Canada; and
- (iii) the Work performed has been accepted by Canada.
- (d) **Method of Payment for Task Authorizations with a Maximum Price**: For each Task Authorization validly issued under the Contract that contains a maximum price:
 - (i) Canada will pay the Contractor no more frequently than once a month in accordance with the Basis of Payment. The Contractor must submit time sheets for each resource showing the days and hours worked to support the charges claimed in the invoice.
 - (ii) Once Canada has paid the maximum TA price, Canada will not be required to make any further payment, but the Contractor must complete all the work described in the TA, all of which is required to be performed for the maximum TA price. If the work described in the

TA is completed in less time than anticipated, and the actual time worked (as supported by the time sheets) at the rates set out in the Contract is less than the maximum TA price, Canada is only required to pay for the time spent performing the work related to that TA.

- (e) Method of Payment for Task Authorizations with a Firm Price Lump Sum Payment on Completion: Canada will pay the Contractor upon completion and delivery of all the Work associated with the validly issued Task Authorization in accordance with the payment provisions of the Contract if:
 - an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
 - (ii) all such documents have been verified by Canada; and
 - (iii) the Work delivered has been accepted by Canada.

(f) Electronic Payment of Invoices – Contract

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s):

- (i) Visa Acquisition Card;
- (ii) MasterCard Acquisition Card;
- (iii) Direct Deposit (Domestic and International);
- (iv) Electronic Data Interchange (EDI);
- (v) Wire Transfer (International Only);
- (vi) Large Value Transfer System (LVTS) (Over \$25M)

(g) Time Verification

Time charged and the accuracy of the Contractor's time recording system are subject to verification by Canada, before or after payment is made to the Contractor. If verification is done after payment, the Contractor must repay any overpayment, at Canada's request.

(h) Payment Credits

- (i) Failure to Provide Resource:
 - (A) If the Contractor does not provide a required professional services resource that has all the required qualifications within the time prescribed by the Contract, the Contractor must credit to Canada an amount equal to the per diem rate (based on a 7.5-hour workday) of the required resource for each day (or partial day) of delay in providing the resource, up to a maximum of 10 days.
 - (B) Corrective Measures: If credits are payable under this Article for two consecutive months or for three months in any 12-month period, the Contractor must submit a written action plan describing measures it will implement or actions it will undertake to eliminate the recurrence of the problem. The Contractor will have five working days to deliver the action plan to the Client and the Contracting Authority and 20 working days to rectify the underlying problem.
 - (C) **Termination for Failure to Meet Availability Level**: In addition to any other rights it has under the Contract, Canada may terminate the Contract for default in accordance with the General Conditions by giving the Contractor three months' written notice of its intent, if any of the following apply:
 - (1) the total amount of credits for a given monthly billing cycle reach a level of 10% of the total billing for that month; or

(2) the corrective measures required of the Contractor described above are not met

This termination will be effective when the three month notice period expires, unless Canada determines that the Contractor has implemented the corrective measures to Canada's satisfaction during those three months.

- (ii) Credits Apply during Entire Contract Period: The Parties agree that the credits apply throughout the Contract Period.
- (iii) Credits represent Liquidated Damages: The Parties agree that the credits are liquidated damages and represent their best pre-estimate of the loss to Canada in the event of the applicable failure. No credit is intended to be, nor will it be construed as, a penalty.
- (iv) Canada's Right to Obtain Payment: The Parties agree that these credits are a liquidated debt. To collect the credits, Canada has the right to hold back, draw back, deduct or set off from and against any money Canada owes to the Contractor from time to time.
- (v) Canada's Rights & Remedies not Limited: The Parties agree that nothing in this Article limits any other rights or remedies to which Canada is entitled under the Contract (including the right to terminate the Contract for default) or under the law generally.
- (vi) Audit Rights: The Contractor's calculation of credits under the Contract is subject to verification by government audit, at the Contracting Authority's discretion, before or after payment is made to the Contractor. The Contractor must cooperate fully with Canada during the conduct of any audit by providing Canada with access to any records and systems that Canada considers necessary to ensure that all credits have been accurately credited to Canada in the Contractor's invoices. If an audit demonstrates that past invoices contained errors in the calculation of the credits, the Contractor must pay to Canada the amount the audit reveals was required to be credited to Canada, plus interest, from the date Canada remitted the excess payment until the date of the refund (the interest rate is the Bank of Canada's discount annual rate of interest in effect on the date the credit was first owed to Canada, plus 1.25% per year). If, as a result of conducting an audit, Canada determines that the Contractor's records or systems for identifying, calculating or recording the credits are inadequate, the Contractor must implement any additional measures required by the Contracting Authority.

(i) No Responsibility to Pay for Work not performed due to Closure of Government Offices

- (i) Where the Contractor, its employees, subcontractors, or agents are providing services on government premises under the Contract and those premises are inaccessible because of the evacuation or closure of government offices, and as a result no work is performed, Canada is not responsible for paying the Contractor for work that otherwise would have been performed if there had been no evacuation or closure.
- (ii) If, as a result of any strike or lock-out, the Contractor or its employees, subcontractors or agents cannot obtain access to government premises and, as a result, no work is performed, Canada is not responsible for paying the Contractor for work that otherwise would have been performed if the Contractor had been able to gain access to the premises

10. Invoicing Instructions

- (a) The Contractor must submit invoices in accordance with the information required in the General Conditions.
- (b) The Contractor's invoice must include a separate line item for each subparagraph in the Basis of Payment provision, and must show all applicable Task Authorization numbers.

- (c) By submitting invoices, the Contractor is certifying that the goods and services have been delivered and that all charges are in accordance with the Basis of Payment provision of the Contract, including any charges for work performed by subcontractors.
- (d) The Contractor must provide the original and one copy of each invoice to the Technical Authority's paying office (CBSA Finance), and a copy to the Contracting Authority.
- (e) All invoices must be submitted by e-mail on a monthly basis at the following address:

Email: vendors-fournisseurs@cbsa-asfc.gc.ca

This email address is to be used for submitting invoices and for payment status inquiries. Only legible electronic (PDF, Word, Excel) files will be accepted; all others will be returned.

(f) Direct Deposit:

The Government of Canada will soon be phasing out federal government cheques; Businesses that supply goods and services to the Government of Canada are strongly encouraged to enrol in direct deposit for account payable.

The Contractor is to contact ca-ci@cbsa-asfc.gc.ca to obtain additional information regarding direct deposit enrolment process and the steps to be followed.

IMPORTANT NOTE: If the Contractor omits any required information pertaining to payment processing from the invoice, the invoice will be returned at the discretion of the CBSA and will not be paid until valid payment referencing is provided.

11. Certifications and Additional Information

(a) Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, any TA quotation and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire Contract Period.

12. Federal Contractors Program for Employment Equity - Default by Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "FCP Limited Eligibility to Bid" list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

13. Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

14. Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the following list, the wording of the document that first appears on the list has priority over the wording of any document that appears later on the list:

- (a) these Articles of Agreement, including any individual SACC clauses incorporated by reference in these Articles of Agreement;
- (b) Supplemental General Conditions, in the following order:
 - 4002 (2010-08-16), Supplemental General Conditions Software Development or Modification Services;

- (ii) 4006 (2010-08-16), Supplemental General Conditions Contractor to Own Intellectual Property Rights in Foreground Information;
- (c) General Conditions 2035 (2018-06-21), Higher Complexity Services;
- (d) Annex A, Statement of Work, including its Appendices as follows;
 - (i) Appendix A to Annex A Tasking Assessment Procedure;
 - (ii) Appendix B to Annex A Task Authorization (TA) Form;
 - (iii) Appendix C to Annex A Resource Assessment Criteria and Response Table;
 - (iv) Appendix D to Annex A Certifications at the TA stage;
- (e) Annex B, Basis of Payment;
- (f) Annex C, Security Requirements Check List;
- (g) the validly issued Task Authorizations and any required certifications (including all of their annexes, if any); and
- (h) the Contractor's bid dated April 18, 2019.

15. Foreign Nationals (Canadian Contractor)

(a) SACC Manual clause A2000C (2006-06-16) Foreign Nationals (Canadian Contractor)

16. Insurance Requirements

(a) Compliance with Insurance Requirements

- (i) The Contractor must comply with the insurance requirements specified in this Article. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.
- (ii) The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.
- (iii) The Contractor should forward to the Contracting Authority within ten (10) days after the date of award of the Contract a Certificate of Insurance evidencing the insurance coverage. Coverage must be placed with an Insurer licensed to carry out business in Canada and the Certificate of Insurance must confirm that the insurance policy complying with the requirements is in force. If the Certificate of Insurance has not been completed and submitted as requested, the Contracting Authority will so inform the Contractor and provide the Contractor with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within the time period will constitute a default under the General Conditions. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

(b) Commercial General Liability Insurance

- (i) The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
- (ii) The Commercial General Liability policy must include the following:
 - (A) Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The

interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.

- (B) Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
- (C) Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
- (D) Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
- (E) Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
- (F) Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
- (G) Employees and, if applicable, Volunteers must be included as Additional Insured.
- (H) Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
- (I) Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
- (J) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
- (K) If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- (L) Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.
- (M) Advertising Injury: While not limited to, the endorsement must include coverage for piracy or misappropriation of ideas, or infringement of copyright, trademark, title or slogan.

(c) Errors and Omissions Liability Insurance

- (i) The Contractor must obtain Errors and Omissions Liability (a.k.a. Professional Liability) insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature but for not less than \$1,000,000 per loss and in the annual aggregate, inclusive of defence costs.
- (ii) If the Professional Liability insurance is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- (iii) The following endorsement must be included:
 - Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.

17. Limitation of Liability - Information Management/Information Technology

(a) This section applies despite any other provision of the Contract and replaces the section of the general conditions entitled "Liability". Any reference in this section to damages caused by the Contractor also includes damages caused by its employees, as well as its subcontractors, agents, and representatives, and any of their employees. This section applies regardless of whether the claim is based in contract, tort, or another cause of action. The Contractor is not liable to Canada with respect to the performance of or failure to perform the Contract, except as described in this section and in any section of the Contract pre-establishing any liquidated damages. The Contractor is only liable for indirect, special or consequential damages to the extent described in this Article, even if it has been made aware of the potential for those damages.

(b) First Party Liability:

- (i) The Contractor is fully liable for all damages to Canada, including indirect, special or consequential damages, caused by the Contractor's performance or failure to perform the Contract that relate to:
 - (A) any infringement of intellectual property rights to the extent the Contractor breaches the section of the General Conditions entitled "Intellectual Property Infringement and Royalties";
 - (B) physical injury, including death.
- (ii) The Contractor is liable for all direct damages caused by the Contractor's performance or failure to perform the Contract affecting real or tangible personal property owned, possessed, or occupied by Canada.
- (iii) Each of the Parties is liable for all direct damages resulting from its breach of confidentiality under the Contract. Each of the Parties is also liable for all indirect, special or consequential damages in respect of its unauthorized disclosure of the other Party's trade secrets (or trade secrets of a third party provided by one Party to another under the Contract) relating to information technology.
- (iv) The Contractor is liable for all direct damages relating to any encumbrance or claim relating to any portion of the Work for which Canada has made any payment. This does not apply to encumbrances or claims relating to intellectual property rights, which are addressed under (i)(A) above.
- (v) The Contractor is also liable for any other direct damages to Canada caused by the Contractor's performance or failure to perform the Contract that relate to:
 - (A) any breach of the warranty obligations under the Contract, up to the total amount paid by Canada (including any applicable taxes) for the goods and services affected by the breach of warranty; and
 - (B) Any other direct damages, including all identifiable direct costs to Canada associated with re-procuring the Work from another party if the Contract is terminated either in whole or in part for default, up to an aggregate maximum for this subparagraph (B) of the greater of .75 times the total estimated cost (meaning the dollar amount shown on the first page of the Contract in the cell titled "Total Estimated Cost" or shown on each call-up, purchase order or other document used to order goods or services under this instrument), or \$1,000,000.00.
 - In any case, the total liability of the Contractor under subparagraph (v) will not exceed the total estimated cost (as defined above) for the Contract or \$1,000,000.00, whichever is more.
- (vi) If Canada's records or data are harmed as a result of the Contractor's negligence or willful act, the Contractor's only liability is, at the Contractor's own expense, to restore

Canada's records and data using the most recent back-up kept by Canada. Canada is responsible for maintaining an adequate back-up of its records and data.

(c) Third Party Claims:

- (i) Regardless of whether a third party makes its claim against Canada or the Contractor, each Party agrees that it is liable for any damages that it causes to any third party in connection with the Contract as set out in a settlement agreement or as finally determined by a court of competent jurisdiction, where the court determines that the Parties are jointly and severally liable or that one Party is solely and directly liable to the third party. The amount of the liability will be the amount set out in the settlement agreement or determined by the court to have been the Party's portion of the damages to the third party. No settlement agreement is binding on a Party unless its authorized representative has approved the agreement in writing.
- (ii) If Canada is required, as a result of joint and several liability or joint and solidarily liable, to pay a third party in respect of damages caused by the Contractor, the Contractor must reimburse Canada by the amount finally determined by a court of competent jurisdiction to be the Contractor's portion of the damages to the third party. However, despite Subarticle (i), with respect to special, indirect, and consequential damages of third parties covered by this Section, the Contractor is only liable for reimbursing Canada for the Contractor's portion of those damages that Canada is required by a court to pay to a third party as a result of joint and several liability that relate to the infringement of a third party's intellectual property rights; physical injury of a third party, including death; damages affecting a third party's real or tangible personal property; liens or encumbrances on any portion of the Work; or breach of confidentiality.
- (iii) The Parties are only liable to one another for damages to third parties to the extent described in this Sub-article (c).

18. Professional Services - General

- (a) The Contractor must provide professional services on request as specified in this Contract. All resources provided by the Contractor must meet the qualifications described in the Contract (including those relating to previous experience, professional designation, education, language proficiency and security clearance) and must be competent to provide the required services by any delivery dates described in the Contract.
- (b) If the Contractor fails to deliver any deliverable (excluding delivery of a specific individual) or complete any task described in the Contract on time, in addition to any other rights or remedies available to Canada under the Contract or the law, Canada may notify the Contractor of the deficiency, in which case the Contractor must submit a written plan to the Technical Authority within ten working days detailing the actions that the Contractor will undertake to remedy the deficiency. The Contractor must prepare and implement the plan at its own expense.
- (c) In General Conditions 2035, the Article titled "Replacement of Specific Individuals" is deleted and the following applies instead:

Replacement of Specific Individuals

- (i) If the Contractor is unable to provide the services of any specific individual identified in the Contract to perform the services, the Contractor must within five working days of having this knowledge, the individual's departure or failure to commence Work (or, if Canada has requested the replacement, within ten working days of Canada's notice of the requirement for a replacement) provide to the Contracting Authority:
 - the name, qualifications and experience of a proposed replacement immediately available for Work; and
 - (B) security information on the proposed replacement as specified by Canada, if applicable.

The replacement must have qualifications and experience that meet or exceed those obtained for the original resource.

- (ii) Subject to an Excusable Delay, where Canada becomes aware that a specific individual identified under the Contract to provide services has not been provided or is not performing, the Contracting Authority may elect to:
 - (A) exercise Canada's rights or remedies under the Contract or at law, including terminating the Contract in whole or in part for default under the Article titled "Default of the Contractor", or
 - (B) assess the information provided under (c) (i) above or, if it has not yet been provided, require the Contractor to propose a replacement to be rated by the Technical Authority. The replacement must have qualifications and experience that are similar or exceed those obtained for the original resource and be acceptable to Canada. Upon assessment of the replacement, Canada may accept the replacement, exercise the rights in (ii) (A) above, or require another replacement in accordance with this sub-article (c).

Where an Excusable Delay applies, Canada may require (c) (ii) (B) above instead of terminating under the "Excusable Delay" Article. An Excusable Delay does not include resource unavailability due to allocation of the resource to another Contract or project (including those for the Crown) being performed by the Contractor or any of its affiliates.

- (iii) The Contractor must not, in any event, allow performance of the Work by unauthorized replacement persons. The Contracting Authority may order that an original or replacement resource stop performing the Work. In such a case, the Contractor must immediately comply with the order. The fact that the Contracting Authority does not order a resource to stop performing the Work does not relieve the Contractor from its responsibility to meet the requirements of the Contract.
- (iv) The obligations in this article apply despite any changes that Canada may have made to the Client's operating environment.

19. Safeguarding Electronic Media

- (a) Before using them on Canada's equipment or sending them to Canada, the Contractor must use a regularly updated product to scan electronically all electronic media used to perform the Work for computer viruses and other coding intended to cause malfunctions. The Contractor must notify Canada if any electronic media used for the Work are found to contain computer viruses or other coding intended to cause malfunctions.
- (b) If magnetically recorded information or documentation is damaged or lost while in the Contractor's care or at any time before it is delivered to Canada in accordance with the Contract, including accidental erasure, the Contractor must immediately replace it at its own expense.

20. Reporting Requirements

The Contractor must provide status reports and any other reports as and when requested by the Technical Authority through the issuance of a Task Authorization. The Contractor must also provide the Periodic Task Authorization Usage Reports to the Contracting Authority on a quarterly basis in accordance with article 7.2 (g)

21. Representations and Warranties

The Contractor made statements regarding its own and its proposed resources' experience and expertise in its bid that resulted in the award of the Contract and the issuance of TA's. The Contractor represents and warrants that all those statements are true and acknowledges that Canada relied on those statements in awarding the Contract and adding work to it through TA's. The Contractor also represents and warrants that it has, and all its resources and subcontractors that perform the Work have, and at all times during the Contract Period they will have and maintain, the skills, qualifications, expertise and

experience necessary to perform and manage the Work in accordance with the Contract, and that the Contractor (and any resources or subcontractors it uses) has previously performed similar services for other customers.

22. Implementation

(a) Implementation of Professional Services: If similar professional services are currently being provided by another supplier or by Canada's own personnel, the Contractor is responsible for ensuring that the transition to the professional services it provides under the Contract is completed in a way that does not disrupt Canada's operations or users, and does not result in any interim degradation to the timeliness or quality of service. The Contractor is solely responsible for any additional training required by its resources to perform the Work, and time spent by resources on that training or becoming familiar with the Client's environment must not be charged to Canada. The transition will be considered complete once the Contractor has demonstrated, to the satisfaction of the Technical Authority that it is ready and able to carry out the Work. The transition must be complete by no later than 10 working days after the Contract is awarded. All costs associated with establishing itself to provide the professional services are the responsibility of the Contractor.

23. Identification Protocol Responsibilities

The Contractor will be responsible for ensuring that each of its agents, representatives or subcontractors (hereinafter referred to as Contractor Representatives) complies with the following self-identification requirements:

- (a) Contractor Representatives who attend a Government of Canada meeting (whether internal or external to Canada's offices) must identify themselves as Contractor Representatives prior to the commencement of the meeting, to ensure that each meeting participant is aware of the fact that the individual is not an employee of the Government of Canada;
- (b) During the performance of any Work at a Government of Canada site, each Contractor Representative must be clearly identified at all times as being a Contractor Representative; and
- (c) If a Contractor Representative requires the use of the Government of Canada's e-mail system in the performance of the Work, then the individual must clearly identify him or herself as an agent or subcontractor of the Contractor in all electronic mail in the signature block as well as under "Properties." This identification protocol must also be used in all other correspondence, communication, and documentation.
- (d) If Canada determines that the Contractor is in breach of any obligation stated in this Article, upon written notice from Canada the Contractor must submit a written action plan describing corrective measures it will implement to eliminate the recurrence of the problem. The Contractor will have five working days to deliver the action plan to the Client and the Contracting Authority, and twenty working days to rectify the underlying problem.
- (e) In addition to any other rights it has under the Contract, Canada may terminate the Contract for default if the corrective measures required of the Contractor described above are not met.

ANNEX A

STATEMENT OF WORK

Enterprise Data Warehouse and Business Intelligence for the Procurement of IT Professional Services

1. INTRODUCTION

Canada Border Services Agency (CBSA) is responsible for providing integrated border services that support national security and public safety priorities and facilitate the free flow of persons and goods.

Under this mandate, CBSA enables effective and efficient administration and operation of border management and its internal operation through the design, development, implementation and ongoing support of innovative tools and solutions.

The Information, Science and Technology Branch (ISTB) provides technology leadership of business applications in support of CBSA's strategic priorities including administrative and corporate programs of the Agency. It ensures effective delivery of technology products, applications and services to meet business needs, while ensuring integrity and availability of all technology infrastructures.

Organizational readiness and stability allows the Agency to achieve its mandate, deliver on its priorities and adapt to an evolving business environment. Investing in a modern IT infrastructure, introducing innovative productivity tools and administrative applications allows CBSA to maintain a high standard of service delivery and improve efficiencies.

To that end, the Common and Corporate Systems Division (CCSD) is responsible for the development, production support and maintenance of innovative business applications. These include mission critical and high-availability systems as well as applications that serve as common components for internal and external stakeholders. The division is also responsible for the design, development and delivery of enterprise and corporate solutions in support of CBSA's mandate and priorities.

Key divisional activities include:

- Providing the planning, analysis, design, development, and implementation of enterprise and corporate applications in support of common and corporate programs and administrative functions across the Agency;
- Promote reusability through established CBSA best practices and standards by meeting the overlapping needs of the various IT projects, thus eliminating the need for each initiative or project to fund and build these common components;
- Serving as the center of expertise for all IT development projects related to common and corporate business programs, functions and activities;
- Serving as Technical Leaders for common and corporate application releases and upgrades which
 includes developing System Use Cases, Detailed Design Documents, participating in System
 Engineering Method (SEM) reviews and other development related documentation;
- Prioritizing and promoting IT development initiatives with end-users and other IT management areas:
- Coordinating the procurement, integration and ongoing support of commercial off-the-shelf (COTS) software products and IT hardware needed to meet the business requirements;
- · Providing maintenance and production support for a wide-range of common and corporate

Amendment Number:

Buyer ID: 637EL

applications.

The Common and Corporate Systems Division is composed of four sections. The mandate of each section is explained below.

1. Enterprise Data Warehouse and Business Intelligence (EDW & BI)

The EDW and BI section is responsible for the development of Business Intelligence and Mining solutions of the Canada Border Services Agency's data warehouse and all its components. Key activities include, analysis, design and acquisition of source data for reporting purposes. The data warehouse is the main source of information for report generation, analysis, and presentation through ad-hoc reports, portals, and executive dashboards.

2. <u>Business Process Automation (BPA), Business to Business (B2B) Integration and Customs Enterprise</u> Commerce Platform (CECP)

The BPA, B2B integration and CECP section is comprised of four units.

The B2Bi and CECP units consist of the B2Bi development team (supporting B2B services), the CECP development team (supporting the development of the CECP set of applications), and the B2Bi support team (providing client support of both the B2B and CECP applications and services). These units specialize in application development of enterprise-level Web and Enterprise Data Exchange based services (EDI). These services provide the capability to manage data exchange between external organizations, and CBSA internal applications and services. This team maintains critical COTS and custom products that directly support enterprise applications.

As for the Business Process Automation (BPA) team, they specialize in software development and maintenance of various line-of-business critical and non-critical COTS and custom applications that meet the specific needs of our corporate clients.

3. Administrative and Corporate Applications

The mandate of the Administrative and Corporate Application section is to lead the design, development, integration and ongoing support of the administrative and corporate applications for a multitude of clients. These systems provide direct support of key and common functions performed across every GoC departments and agencies such as, ministerial correspondence, access to information, communication services, property management, document and records management, etc. These include both customized and commercial off-the-shelf software products.

4. SAP Technical Competency Centre (SAP TCC)

The SAP Technical Competency Centre is composed of subject matter experts responsible for the development and integration of SAP-based solutions for the Agency. This includes direction, technical advice and ongoing support of SAP-based applications and underlying technical infrastructure. The SAP TCC is also responsible for maintaining the operational aspects needed for the applications to function properly and also has responsibility for the design, testing and improvement of applications that form part of SAP application portfolio.

Line-of-Business Applications and Tools

The Common and Corporate Systems Division (CCSD) is responsible for the development, integration, implementation and ongoing support of numerous line-of-business applications and systems. A list of

current applications including commercial-off-the-shelf software products with an indication of the primary development languages is provided below:

Applications / Systems / COTS	Development Languages	
Access to Information	COTS	
Accounts Receivable Ledger	ABAP	
AIS Help Desk	ASP	
ANCILE uPerform (SAP Productivity Pak)	COTS	
Apollo - Electronic Document and Records Management System (GCDOCS)	COTS	
Articulate Storyline	COTS	
Automated Personal Security Screening	MS Access, VBA	
Business Warehouse	ABAP	
CA Clarity	COTS	
CBSA Intranet	ASP, HTML, JAVASCRIPT, XML	
CBSA Wiki	COTS	
Central Course Registration System	ASP	
Communications Portal	ASP	
Consolidated Management Reporting System	Cognos Framework Manager V10.2	
Consolidated Management Reporting System Enterprise Data Warehouse	Cognos Framework Manager V10.2	
Correspondence Tracking System	сотѕ	
Customs Electronic Commerce Platform	Java, C++ , Visual Basic 6.0, Various Scripting Languages, PERL, DB2 Stored Procedures, Spring Framework	
Customs Electronic Commerce Platform - Query & Data Viewing Utility	Microsoft Visual Basic V6, DB2 Stored Procedures	
Customs Interest Calculation Program	Java 1.6 / Spring 1.2 / HTML / Javascript / CSS	
Customs Internet Gateway	Java	
Customs Officer Scheduling System	MS Access 2000	
Customs Query	Java	
Directory of Offices	Java, JavaScript	
Enforcement Library	Smalltalk	
Global Case Management System (GCMS) Printing Solution	N/A	
Global Query Component	Java	
Incident Management Reporting System	Java 6, Flex 3.4.1, Adobe LiveCycle ES4	
Integrated Border Query	Java	
Integrated Customs Enforcement System	PowerScript	

Intelligence Management System	Smalltalk	
Interdiction and Border Alerting Service	Java	
Internal Placement Process	Java 1.6 / Hibernate 4.1 / Spring 3.1 HTML / Javascript	
Marine Domain Awareness (MDA) Watchkeeper	COTS	
MEI-B2B - Administration and Configuration Web Application	Java, Jersey	
MEI-B2B - Electronic Data Interchange (EDI) Gateway	BPML, Java	
MEI-B2B - Tracking Service	Java	
MEI-B2B - Web Services Gateway	Java	
Occurrence Reporting System	Smalltalk	
Personnel Security Screening System	Java 1.7, Spring 4.1, Hibernate 4.2	
Question Mark	COTS	
Recourse Content Management System – Enforcement	Java 6, Flex 4.6	
Recourse Content Management System – Trade	Java 6, Flex 4.6, Adobe LiveCycle, Cognos Reporting	
Revenue Ledger	ABAP	
Salary Forecasting System	COTS	
SAP Process Orchestrator	Java	
SAP Solution Manager	ABAP	
System Access Management	ASP, JavaScript, CSS	
Teammate Audit Management	COTS	
Trade Compliance Management System	Java	
Virtual Learning Environment	COTS	
Work Order Database	ASP, JavaScript, CSS	

Existing and Upcoming Projects and Initiatives

Besides the ongoing maintenance and operational support of existing line-of-business applications and systems, CCSD is currently leading multiple projects to further enhance and deliver new capabilities and services across the Agency. These include but are not limited to:

- a) Development and implementation of a Port of Entry Management System (POEMS) designed to produce daily shift schedules. The application will also allow front line management to track daily events, disseminate administrative information and broadcast the daily schedule.
- b) Replacement and enhancement of the existing Recourse Content Management System (RCMS) Trade, RCMS Enforcement and Incident Management Reporting System (IMRS) due to an urgent need to change front-end interface technology.
- c) Integration, implementation and ongoing support of a COTS software product that will accept data from the Public Service Commission's GC Jobs and permit CBSA staffing employees to manage selection and appointment processes. This project is referred to the HR Integrated Staffing Solution (ISS).
- d) Integration of the Accounts Receivable Ledger (ARL) and the Revenue Ledger systems into the CBSA Assessment and Revenue Management (CARM) application.
- e) Integration of B2B into the CBSA Assessment and Revenue Management (CARM) application.
- f) CBSA is working on a Planning, Forecasting and Budgeting initiative based on a SAP Business

Warehouse (BW), Business Planning & Consolidation and Business Objects platform extracting Corporate Administration System (CAS) data from Canada Revenue Agency (CRA) and also from Account Receivable Ledger (ARL). The scope of the project was expanded to include additional CRA CAS-HR and CBSA Salary Forecasting System data as well as providing extended reporting capability. The project was amended to include construction and migration of the SAP BW information assets and applications to an appliance-based SAP-HANA database.

g) Development and implementation of any B2B and/or EDW BI work that could be required for the Passenger Protect Program. The Passenger Protect Program works with air carriers to screen commercial passenger flights to, from and within Canada in order to protect safety at home and abroad.

Technical Environments

- a) SAP Enterprise Resource Planning (ERP)
 - The SAP Enterprise Central Component (ECC) technical environment is an Enterprise level, 3 tiered ABAP version 6.00 EHP5 hosted on Windows 2008 server R2 and Sybase database. The system configuration is based on a 6 server landscape including a Sandbox, Development, Quality Assurance, Volume, Training and Production systems.
 - The SAP Process Orchestration technical environment is Enterprise level, 3 tiered Java hosted on Windows 2008 server R2 with Sybase database.
 - The SAP Solution Manager technical environment is Enterprise level, 3 tiered ABAP and Java hosted on Windows 2008 server R2 with Sybase database.
 - The SAP Business Warehouse (BW) technical environment is Enterprise level 3-tier ABAP hosted on Windows 2008 server R2 with Sybase database. The system configuration is based on a 4 server landscape including a Sandbox, Development, Quality Assurance and Production system. The components are: SAP_BW, BI_CONT and BPC with ICM using HTTP/HTTPS connectivity through SAP Web Dispatcher.
 - Other technical characteristics:
 - SAP BASIS
 - SAP HANA
 - SAP PSCD
 - SAP FI
 - SAP Process Orchestration (SAP PO)
 - SAP NetWeaver Development Infrastructure
 - SAP NetWeaver Development Studio
 - SAP Solution Manager
 - SAP BusinessObjects
 - SAP Security Authorizations
 - SAP NetWeaver BI
 - SAP Human Capital Management (HCM)
 - SAP Redwood Scheduler
 - ANCILE uPerform (SAP Productivity Pak)
 - PowerShell scripting
 - Linux
 - Unix

b) Business to Business (B2B) and CECP

The Canada Border Services Agency (CBSA) processes an immense number of electronic information with external Trading partners as part of its mandate. The Common & Corporate Services Division (CCSD) implemented Multi-Enterprise Integration (MEI) also known as Business-to-Business

integration solutions (B2B). B2B integration is an enterprise capability meant to facilitate the capture and sharing of electronic information exchanged between CBSA, Participating Government Agencies (PGAs) / Other Government Departments (OGDs), and private enterprise upon a common centralized integration model. The Business to Business foundational components providing the CBSA with a technological communications hub that allows IT systems belonging to one organization to communicate with the systems of another organization, while minimizing costly changes for either system. The B2B/CECP technical environment consists of:

- Extensible Markup Language (XML)
 - XML Schema Definition (XSD)
 - Document Type Definition (DTD)
 - XPATH
 - XSLT
 - Xquery
- Java
 - IBM Rational Software Architect:
 - Eclipse 3.x and 4.x IDE
 - J2EE (WebSphere)
 - JMS (WebsphereMQ)
 - WebSphere Application Server (WAS)
 - JDBC and Hibernate
 - Spring and Spring Integration Framework
 - Jersey
 - ANT, Apache Maven, SVN, git
 - IBM DataPower
 - GatewayScript
 - Multi-protocol Adapters
 - IBM Transformation Extender Maps
 - IBM Integration Bus (IIB)
- Communication Protocols
 - File Transfer Protocol (FTP)
 - Hypertext Transfer Protocol (HTTP)
 - Simple Mail Transfer Protocol (SMTP)
 - Managed File Transfer including PWGSC's MSFT solution
- Service Oriented Architecture (SOA)
 - Simple Object Access Protocol (SOAP)
 - Web Service, Representational State Transfer (REST)
 - WS-Security
 - SSL, TLS
- Electronic Data Interchange (EDI)
 - ANSI X.12
 - EDIFACT
 - IATA Standards
 - World Customs Organization (WCO) Data Model
 - Financial, Transportation data models
- Interoperability & Integration
 - Web Services standards SOAP and REST
 - Web Services Definition Language (WSDL)
 - Business Rules Management Solution
 - Enterprise Service Bus
 - Encryption/Decryption

Contract Number: 47419-223800/001/EL

Amendment Number:

Buyer ID: 637EL

- CA-Idm/SM
- Request/Response
- c) Business Process Automation (BPA)
 - Java

- Hibernate 4.1
- Spring 3.1
- Spring Integration Framework
- HTML5
- JavaScript
- Adobe Flex 3.4.1 and 4
- Adobe LiveCvcle ES4
- Adobe Designer ES4
- Adobe Experience Manager (AEM)
- PowerScript
- d) Enterprise Data Warehouse (EDW) & Business Intelligence (BI)
 - Cognos 10.2 BI Suite
 - IBM Cognos Report Studio
 - IBM Cognos Analysis Studio
 - IBM Cognos Query Studio
 - IBM Cognos Transformer
 - IBM Cognos Framework Manager
 - Database ETL (Extract, Transform, Load) techniques and tools
 - DB2 DBMS
 - IBM WebSphere DataStage
 - DataStage ETL
 - IBM DB2 RDBMS (Relational Database Management System)
 - erwin Data Modeler
 - IBM IDA
 - IBM Pure Data
 - IBM InfoSphere Information Server Suite
- e) Office Productivity Suite and Tools
 - Microsoft Word
 - Microsoft Excel
 - Microsoft PowerPoint
 - Office Suite (Word, Excel, PowerPoint)
 - Microsoft Visio
 - Microsoft Project
 - Internet Explorer
 - Microsoft Access
 - OpenText GCDocs
- f) Operating Systems
 - Unix
 - Linux
 - Microsoft Windows 7
 - Microsoft Windows 10
 - OS/360
- g) Other development tools and programming languages
 - Smalltalk object-oriented language
 - Business Process Modeling Language (BPML)

2. REQUIREMENTS

The Enterprise Data Warehouse and Business Intelligence (EDW & BI) section has requirements for informatics professional resources as outlined in Table A-1 below, to fulfill different roles and perform a wide range of tasks. These resources will work on existing and upcoming CBSA IT projects and will also provide operational support for the upkeep of line-of-business applications identified earlier. The tasks for each resource requirement are described below.

The Contractor must provide these TBIPS resource categories to work with CCSD employees and other contractor supplied resources, on an "as and when requested" basis as initiated through Task Authorizations (TA's).

Table A-1

TBIPS Reference	Resource Category	Experience Level 1, 2 or 3	Estimated Number of Resources
A.7	Programmer/Analyst (COGNOS Developer)	3	3
I.11	Technology Architect (Data Warehouse)	2	3
1.3	Database Analyst (EDW & BI)	3	2
1.5	Information Management Architect (EDW & BI)	3	3
P.9	Project Manager	2	2
	TOTAL		13

3. DELIVERABLES

For each Task Authorization (TA) that is issued against this contract, the Contractor must provide various deliverables and other related documents as specified in the respective TA.

4. CONSTRAINTS

4.1 Regular Meetings

The Contractor's selected resource must meet with the Technical Authority or his/her representative on a priority basis or as requested to discuss any issues associated with the provision of the required services. These meetings will be at no additional cost.

4.2 Work Guidance

The resource will work under the guidance of the Technical Authority or his/her representative.

4.3 Status Reports

The Contractor must provide the Status reports as detailed within the Task Authorization.

4.4 Support Resources

The CBSA will provide a workstation, email and system access.

4.5 Normal Working Hours

Work must be performed during core business hours between 7:00-18:00, Monday to Friday. From time to time, operational support may be required outside core business hours. It is also important to note that some resources will be required on a part-time basis. Working hours including the need for after-hour support will be identified in each TA.

4.6 Work Location

It is anticipated that the majority of the work associated with each TA will be carried out on-site at CBSA facilities in the National Capital Region (NCR). The Contractor may be required to attend meetings at CBSA and at key GoC stakeholder locations.

4.7 Travel Requirement

There is no travel requirement expected outside the NCR. If travel is required outside the NCR, it will be identified in the TA. All expenses for travel within the NCR are to be paid by the Contractor.

4.8 Language Requirements

The resource must be able to communicate with ease and effectively in English, both orally and written. There may be a requirement from time to time for a resource to conduct business in the French language and have acceptable bilingual capability. Language requirements will be identified in each TA.

5. RESOURCE TASKS AND DELIVERABLES

The following are the tasks, skills and deliverables associated with each resource requirement. Tasks and deliverables will be further specified in each Task Authorization (TA).

TBIPS Category: A.7 Programmer/Analyst (COGNOS Developer)

Experience Level: Level 3

Tasks

Tasks and responsibilities could include but not limited to:

- 1. Create and modify application code
- 2. Create and modify screens and reports
- Gather and analyze data for the conduct of studies to establish the technical and economic feasibility
 of proposed computer systems, and for the development of functional and system design
 specifications
- 4. Design methods and procedures for small computer systems, and sub-system of larger systems

Buyer ID: 637EL

- 5. Develop, test and implement small computer systems, and sub-systems of larger systems
- 6. Produce forms, manuals, programs, data files, and procedures for systems and/or applications
- 7. Produce analysis documents, requirements documents, work estimates and design documents for business intelligence deliverables such as cubes, reports and packages
- 8. Assist with the review and redesign of legacy corporate reporting information assets, including providing recommendations and guidance to consolidate and/or develop these information assets to improve ease of use, readability and other functionality
- Develop and implement Business Intelligence software deliverables of varying complexity using COGNOS 10.2 BI Suite tools
- 10. Design, test and deploy complex solutions using IBM COGNOS Report Studio to meet business requirements
- 11. Provide information sessions for knowledge transfer, mentoring or troubleshooting to other Cognos developers and stakeholders.

Specialties and Skills

Specialties could include but not limited to:

- a) Cognos 10.2 BI Suite:
 - i. IBM Cognos Report Studio
 - ii. IBM Cognos Analysis Studio
 - iii. IBM Cognos Query Studio
 - iv. IBM Cognos Transformer
 - v. IBM Cognos Framework Manager
- b) Database ETL (Extract, Transform, Load) techniques and tools
- c) DB2 DBMS
- d) Microsoft Office Suite (Word, Excel, PowerPoint)
- e) Microsoft Visio
- f) Microsoft Project
- a) Internet Explorer

Deliverables

Deliverables could include but not limited to:

- a) Analysis documents, functional and technical requirements documents, and design documents for business intelligence deliverables such as cubes, report and packages
- b) Cognos Framework Manager Models and packages
- c) Cognos reports, cubes, analyses, packages

Amendment Number:

Buyer ID: 637EL

d) Forms, manuals, programs, data files, and procedures for system and/or applications

- e) Design, support and procedural documents to support all software deliverables
- f) Provide information sessions for knowledge transfer, mentoring or troubleshooting to other Cognos developers and stakeholders of the assigned work, supported by documentation
- g) Monthly status reports of the work performed.

TBIPS Category: I.11 Technology Architect (Data Warehouse)

Experience Level: Level 2

Tasks

Tasks and responsibilities could include but not limited to:

- Develop technical architectures, frameworks and strategies to meet the business and application requirements for a large-scale data warehousing initiative in an ETL (Extract, Transform and Load) environment
- 2. Identify the business, IT and application policies and requirements that drive out a particular solution
- 3. Ensure the integration of all aspects of technology solutions are consistent with the stated vision
- 4. Perform impact analysis by required due dates of applicable technology changes when requested
- 5. Provide ETL, DataStage and applicable support to applications and/or technical support teams in the proper application of existing infrastructure
- 6. Review in-house or developed application and program design or technical infrastructure design to ensure adherence to enterprise and development standards and to recommend performance improvements to stakeholders
- 7. Assess the feasibility of migrating from the current state to the target business architecture and enabling technologies and identify the risks associated with migrating to the target business architecture and technologies and make recommendations for risk mitigation
- 8. Manage the development and implementation of an architectural improvement plan (strategic architecture plan for warehouse)
- 9. Ensure ETL technical alignment with the ETL Development Standards amongst major departmental projects for Data Warehouse
- 10. Develop ETL best practices, standards, templates and methodologies in a DataStage environment in accordance with DataStage standards and ETL Development standards or Industry standards
- Implement Configuration Management controls to ensure quality and supportability of the resulting Data Warehouse (DW)/Data Management (DM) environments while adhering to the Iterative Methodology
- 12. Review Business Intelligence (BI) client requirements documentation such as BRD and BUC

Buyer ID: 637EL

- 13. Define and assist with ETL tool installation, configuration and integration strategies
- 14. Automate data feeds from external third party sources outside the organization as required
- 15. Participate in the design, development and testing of ETL jobs, scripts and routines in accordance with the Service Lifecycle Management Framework
- Develop the ETL requirements and formulate the ETL architecture document that would require modification to any changes made
- 17. Participate in ERWin and IDA model reviews
- 18. Shred XML Data into relational tables using DataStage
- 19. Develop and maintain an integrated ETL architecture
- 20. Develop detailed development plans
- 21. Perform code walkthroughs
- 22. Develop ETL specifications and ETL design diagrams
- 23. Define ETL metadata capture solution
- 24. Define primary and secondary data captures strategies for internal and external data sources
- 25. Provide advice to developers and designers
- 26. Coach, mentor and train ETL designers and developers to perform any of the above.

Specialties and Skills

Specialties could include but not limited to:

- a) IBM WebSphere DataStage
- b) DataStage ETL
- c) IBM DB2 RDBMS (Relational Database Management System)
- d) Unix
- e) Linux
- f) ERWin Data Modeler
- g) IBM IDA
- h) IBM Pure Data
- i) IBM InfoSphere Information Server Suite
- j) Cognos Report Net
- k) IBM Cognos 10 BI Report Studio
- I) IBM Cognos 8 or 10 Data Manager/Decision Stream (ETL)
- m) IBM Cognos 8 or 10 Framework Manager (Metadata Modeling)

Amendment Number:

Buyer ID: 637EL

- n) IBM Cognos 8 BI Modeling
- o) IBM Cognos 8 OLAP Modeling Transformer
- p) PL/SQL

Deliverables

Deliverables could include but not limited to:

- a) Weekly progress reports
- b) Provide impact documents in (Word or Excel or pdf) format which include detailed technical tasks to be completed as well as level of effort required to complete these tasks, assumptions and dependencies
- c) Provide option analysis documents as requested
- d) Develop EL requirements and formulate ETL architecture.

TBIPS Category: I.3 Database Analyst (EDW & BI)

Experience Level: Level 3

Tasks

Tasks and responsibilities could include but not limited to:

- 1. Develop a comprehensive understanding of Data Warehouse processes and content
- 2. Provide support, develop and present DW/BI strategies, roadmaps and project plans
- 3. Develop complex SQL queries incorporating inner joins, outer joins, aggregates, unions, sub-queries, group by, where clause, having clause, triggers, cursors, views, XML query function and other advanced SQL fundamentals and utilize SQL expertise to support and assist Data Modelers, Data Warehouse Analysts, Testers and End Users
- 4. Provide input with BI/DW database performance and design related issues
- 5. Provide support to develop an Enterprise Data Warehouse model; including logical model integration of data from multiple subject areas and use Kimball Methodology (dimensional models integrated via conformed dimensions)
- 6. Identify requirements for improvements to existing databases by determining users' information requirements and system performance and functional requirements
- 7. Develop and implement procedures that will ensure the accuracy, completeness, and timeliness of data stored in the database
- 8. Mediates and resolves conflicts among users' needs for data
- 9. Advise programmers, analysts, and users about the efficient use of data
- 10. Provide input into Data Warehouse design decisions
- 11. Examine data available in existing data source and collect statistics about that data
- 12. Write source to target mappings
- 13. Work within the Service Lifecycle Management Framework.

Buyer ID: 637EL

Specialties and Skills

Specialties could include but not limited to:

- a) IBM InfoSphere DataStage
- b) IBM InfoSphere Information Server (Metadata Workbench, Business Glossary, Information Analyzer)
- c) IBM DB2 LUW
- d) IBM/zOS DB2
- e) IBM Puredata for Analytics
- f) Unix
- g) Linux
- h) ERWin Data Modeler
- i) IBM Data Architect
- j) IBM Cognos
- k) IBM SPSS
- I) IBM Change Data Capture
- m) Microsoft SQL
- n) XML
- o) Microsoft Office Suite (Word, Excel, PowerPoint)
- p) Microsoft VISIO
- q) JIRA
- r) Kimball Methodology

Deliverables

Deliverables could include but not limited to:

- a) Analysis documents, functional and technical requirements documents, and design documents for business intelligence deliverables such as cubes, report and package
- b) Examine data available in existing data source and collect statistics and information about that data via data profiling
- c) Develop complex SQL Queries incorporating inner joins, outer joins, aggregates, unions, sub-queries, group by, where clause, having clause, triggers, cursors, views, XML query functions and other advanced SQL fundamentals
- d) Reconcile between source data and data within the data warehouse
- e) Translate business requirements into specification documents
- f) Provide input to Data Warehouse Database Design decisions
- g) Write documentation in support of TASKS above as required
- h) Status and progress reports provided weekly and/or monthly.

Contract Number: Amendment Number: Buyer ID: 47419-223800/001/EL 637EL

TBIPS Category: I.5 Information Management Architect (EDW & BI)

Experience Level: Level 3

Tasks

Tasks and responsibilities could include but not limited to:

- 1. Analyse existing capabilities and requirements, develop redesigned frameworks and recommend areas for improved capability and integration
- 2. Develop and document detailed statements of requirements and gather Business Intelligence (BI) requirements
- 3. Evaluate existing IM policies, procedures and methods, identify and document new processes and develop implementation strategies and plans to support the implementation of Open Information and Open Data
- 4. Develop and define IM strategies required to address data governance and data management in the following areas: data quality, data security, data shareability, meta data, data architecture and data integration
- 5. Organize and lead, or facilitate, consultation meetings with IM Specialists and business subject matter experts to assess the feasibility of their Open Data requirements and provide advice on data sharing and data management to achieve Open Government Directive compliance
- 6. Apply a structured business and data architecture approach and methodology for capturing the key views of various projects
- 7. Review and provide feedback on existing architecture
- 8. Define linkage between data elements shared between line-of-business applications and the Data Warehouse using the current Data Warehouse metadata toolset IBM InfoSphere Metadata Workbench and Business Glossary
- 9. Provide expert advice in defining new business requirements and opportunities to apply efficient and effective solutions across all pillars in traditional BI /Reporting
- Provide training and guidance of knowledge acquired through work and research to junior staff who are working on various projects, which includes transfer of knowledge
- 11. Liaise with pillar business and IT representatives to assess program needs
- 12. Analyze and document Data Warehouse data within the current Data Warehouse metadata toolset IBM InfoSphere Metadata Workbench and Business Glossary
- 13. Perform cost/benefit analysis of implementing new processes and solutions
- 14. Provide advice in developing and integrating process and information models between business processes to eliminate information and process redundancies
- 15. Analyze and document end-user request for improvements or alterations
- 16. Prepare briefing material and presentations for senior management
- 17. Communicate with stakeholders to define requirements
- 18. Provide input into data warehouse design decisions
- 19. Develop complex SQL queries
- 20. Examine data available in existing data source and collect statistics about that data

Buyer ID: 637EL

- 21. Build and maintain data inventory
- 22. Work within the Service Lifecycle Management Framework (SLMF).

Specialties and Skills

Specialties could include but not limited to:

- a) IBM InfoSphere DataStage
- b) IBM InfoSphere Information Server (Metadata Workbench, Business Glossary, Information Analyzer)
- c) IBM DB2 LUW
- d) IBM/zOS DB2
- e) IBM Puredata for Analytics
- f) Unix
- g) Linux
- h) ERWin Data Modeler
- i) IBM Data Architect
- j) IBM Cognos
- k) IBM SPSS
- IBM Change Data Capture
- m) MS SQL
- n) XML
- o) Microsoft Office Suite (Word, Excel, PowerPoint)
- p) Microsoft VISIO
- q) JIRA
- r) Kimball Methodology

Deliverables

Deliverables could include but not limited to:

- a) Analysis documents, functional and technical requirements documents, and design documents for business intelligence deliverables such as cubes, report and package
- Detailed business requirements documents for use by IT stakeholders in designing and constructing reporting solutions
- c) Quality Assurance plans to guide testers
- d) Options Analysis documents
- e) Risk Dashboard business requirements document
- f) Written and verbal summaries of meetings with stakeholders
- g) Provide status and progress reports

Amendment Number:

Buyer ID: 637EL

- h) Analyze and document end-user request for improvements or alterations
- i) Develop Architecture & Design Specifications documents to lead development team
- j) Develop Design/System Requirements Traceability Matrix
- k) Create Primary Data Acquisition Specifications
- I) Track project report and issues in JIRA
- m) Create ETL Specifications
- n) Perform Architecture and Design presentations to the senior management and RMC committees
- o) Develop complex SQL queries.

TBIPS Category: P.9 Project Manager

Experience Level: Level 2

Tasks

Tasks could include but not limited to:

- 1. Assist project management personnel, team leads, technical subject matter experts, end users in project coordination and managing tasks spanning across the organization and other government agencies/departments
- 2. Create, maintain, review and update relevant project documentation and artifacts
- 3. Maintain documentation on departmental Electronic Document and Records Management Solution (EDRMS)
- 4. Track and monitor project change requests
- 5. Provide regular input to periodically update release schedules, project timelines, financial forecasts and other estimates related to a subset of the overall project deliverables
- 6. Use various desktop tools and office automation software products
- 7. Communicate orally and in writing with project personnel, technical subject matter experts, team leads and end users on various matters related to projects and various undertakings
- 8. In collaboration with Project/Team Leads, Portfolio Service Management, document project objectives, budgetary requirements, timeline, roles and responsibilities of team members, deliverables, constraints, etc.
- Assist and support Team/Project Leader in coordinating projects activities during the development and implementation phases
- 10. Assist and support Team/Project Leader in managing releases and upgrades to existing applications
- 11. Ensure project deliverables are on time, within budget and meet client expectations
- 12. Notify management when issues arise and consult team for corrective actions
- 13. Identify and monitor risks and constraints
- 14. Review, monitor and comment on project activities, deliverables and timelines

Buyer ID: 637EL

- 15. Identify and report to Team/Project Leader any issues and risks
- 16. Provide regular status reports
- 17. Participate in reviews and walkthroughs with project team members
- 18. Organize, lead and facilitate meetings, including the creation of agendas, preparation of material and maintain record of decisions
- 19. Prepare presentations using MS PowerPoint
- 20. Prepare schedules using MS Project.

Specialties / Skills

Specialties could include but not limited to:

- a) Project Management Professional (PMP) certification or PRINCE2 Practitioner certification
- b) PMBOK standards and guidelines
- c) Microsoft Project
- d) ITIL (Information Technology Infrastructure Library) or ITSM (Information Technology Service Management) certification
- e) Microsoft Office Suite (Word, Excel, PowerPoint)
- f) Microsoft Visio
- g) Adobe Acrobat
- h) Project management methodologies
- i) Risk management practices
- Strong written and verbal communication skills.

Deliverables

Deliverables could include but not limited to:

- a) Project Overview
- b) Impact Statement
- c) Constraints and Assumptions
- d) Financial Summary
- e) Project Approach
- f) Project Organization
- g) Work Breakdown Structure (WBS)
- h) Preliminary Estimates
- i) Project Schedule
- j) Coordinate the review and provide feedback on Test Plans, Scripts and Use Case
- k) Coordinate the review and provide feedback on Architecture Variance

Buyer ID: 637EL

- Coordinate the review and provide feedback on Business Context Models such as Business Use Case (BUC) models
- m) Coordinate the review and provide feedback on Preliminary Options Analysis (POA)
- n) Coordinate the review and provide feedback on Conceptual System Design (CSD)
- o) Coordinate the review and provide feedback on Technical Design Document (TDD)
- p) Coordinate the review and provide feedback on Development Strategy
- q) Review documentation according to CBSA's set of best practices, standards and methodologies
- r) Prepare Progress and Status Reports including presentations
- s) Risk and Issue tracking.

Buyer ID: 637EL

APPENDIX A TO ANNEX A TASKING ASSESSMENT PROCEDURE

- 1. Where a requirement for a specific task is identified, a draft Task Authorization Form (TA Form) as attached at Appendix B to Annex A will be provided to the Contractor [in accordance with the allocation methodology stated in the Contract Article titled "Allocation of Task Authorizations".] Once a draft TA Form is received, the Contractor must submit to the Technical Authority a quotation of rates to supply the requested Resource Categories based on the information identified in the TA Form, as well as its corresponding proposed resource(s). The quotation must be signed and submitted to Canada within the time for response identified in the TA Form. The Contractor will be given a minimum of 2 working days (or any longer time period specified in the draft TA) turnaround time to submit a quotation.
- With each quotation the Contractor must propose the required number of resources and for each proposed resource the Contractor must supply a résumé, the requested security clearance information and must complete the Response Tables at Appendix C of Annex A applicable to the Resource Categories identified in the draft TA. The same individual must not be proposed for more than one Resource Category. The résumés must demonstrate that each proposed individual meets the qualification requirements described (including any educational requirements, work experience requirements, and professional designation or membership requirements). With respect to the proposed resources:
 - (i) Proposed resources may be employees of the Contractor or employees of a subcontractor, or these individuals may be independent contractors to whom the Contractor would subcontract a portion of the Work. (Refer to Appendix D to Annex A, Certifications).
 - (ii) For educational requirements for a particular degree, designation or certificate, Canada will only consider educational programmes that were successfully completed by the resource before the date the draft TA was first issued to the Contractor.
 - (iii) For requirements relating to professional designation or membership, the resource must have the required designation or membership by the time of draft TA issuance and must continue, where applicable, to be a member in good standing of the profession or membership throughout the assessment period and Contract Period. Where the designation or membership must be demonstrated through a certification, diploma or degree, such document must be current, valid and issued by the entity specified in this Contract or if the entity is not specified, the issuer must have been an accredited or otherwise recognized body, institution or entity at the time the document was issued.
 - (iv) For work experience, Canada will not consider experience gained as part of an educational programme, except for experience gained through a formal co-operative programme at a post-secondary institution.
 - (v) For any requirements that specify a particular time period (e.g., 2 years) of work experience, Canada will disregard any information about experience if the résumé does not include the relevant dates (month and year) for the experience claimed (i.e., the start date and end date). Canada will evaluate only the duration that the resource actually worked on a project or projects (from his or her start date to end date), instead of the overall start and end date of a project or a combination of projects in which a resource has participated.
 - (vi) A résumé must not simply indicate the title of the individual's position, but must demonstrate that the resource has the required work experience by explaining the responsibilities and work performed by the individual while in that position. Only listing experience without providing any supporting data to describe responsibilities, duties and relevance to the requirement, or reusing the same wording as the TA Form, will not be considered "demonstrated" for the purposes of the assessment. The Contractor should provide complete details as to where, when, month and year, and how, through which

Buyer ID: 637EL

activities/responsibilities, the stated qualifications / experience were obtained. In situations in which a proposed resource worked at the same time on more than one project, the duration of any overlapping time period will be counted only once toward any requirements that relate to the individual's length of experience.

- 3. The qualifications and experience of the proposed resources will be assessed against the requirements set out in Appendix C to Annex A to determine each proposed resource's compliance with the mandatory and rated criteria. Canada may request proof of successful completion of formal training, as well as reference information. Canada may conduct reference checks to verify the accuracy of the information provided. If reference checks are done, they will be conducted in writing by e-mail (unless the contact at the reference is only available by telephone). Canada will not assess any points or consider a mandatory criterion met unless the response is received within 5 working days. On the third working day after sending out the emails, if Canada has not received a response, Canada will notify the Contractor by e-mail, to allow the Contractor to contact its reference directly to ensure that it responds to Canada within 5 working days. Wherever information provided by a reference differs from the information supplied by the Contractor, the information supplied by the reference will be the information assessed. Points will not be allocated or a mandatory criteria considered as met if the reference customer is not a customer of the Contractor itself (for example, the customer cannot be the customer of an affiliate of the Contractor). Nor will points be allocated or a mandatory criteria considered as met if the customer is itself an affiliate or other entity that does not deal at arm's length with the Contractor. Crown references will be accepted.
- 4. During the assessment of the resources proposed, should the references for two or more resources required under that TA either be unavailable or fail to substantiate the required qualifications of the proposed resources to perform the required services, the Contractor's quotation may be found to be non-responsive.
- 5. Only quotations that meet all of the mandatory criteria will be considered for assessment of the point rated criteria. Each resource proposed must attain the required minimum score for the point rated criteria for the applicable Resource Category. If the minimum score for any proposed resource is less than what is required, the Contractor's quotation will be found to be non-responsive.
- 6. Once the quotation has been accepted by the Technical Authority, the TA Form will be signed by Canada and provided to the Contractor for signature. The TA Form must be appropriately signed by Canada prior to commencement of any work. The Contractor must not commence work until a validly issued TA Form (the Task Authorization) has been received, and any work performed in its absence is done at the Contractor's own risk.

Amendment Number:

Buyer ID: 637EL

APPENDIX B TO ANNEX A TASK AUTHORIZATION FORM

(Provided under separate cover)

Amendment Number:

Buyer ID: 637EL

APPENDIX C TO ANNEX A RESOURCES ASSESSMENT CRITERIA AND RESPONSE TABLE

To facilitate resource assessment, Contractors must prepare and submit a response to a draft Task Authorization using the tables provided in this Annex. When completing the resource grids, the specific information which demonstrates the requested criteria and reference to the page number of the résumé should be incorporated so that Canada can verify this information. The tables should not contain all the project information from the resume. Only the specific answer should be provided.

Mandatory and Point Rated Resource Assessment Criteria:

Buyer ID: 637EL

1. A.7 Programmer/Analyst (Cognos Developer) – Level 3

TBIPS Category: A.7 Programmer/Analyst (Cognos Developer) – Level 3 Name of Resource:

		Bidder's Respo	onse
#	Mandatory Technical (MT) Criteria	Demonstrated Experience (Contractor to Insert Data)	Insert Page # of Resume
MT1	The bidder must demonstrate that the proposed resource has a minimum of 10 years of experience, within the last 15 years, working as a Programmer Analyst. The proposed resource must have performed at least 6 of the 11 tasks listed in the Statement of Work.		
	The substantiation must not simply be a repetition of the tasks, but must explain responsibilities and demonstrate how the proposed resource carried out the work while performing the tasks.		
	The bidder must demonstrate that the proposed resource has a minimum of 5 years of experience, within the last 10 years, in:		
MT2	 analyzing and elaborating Business Intelligence (BI) business requirements and information models producing detailed functional specifications; and developing the associated Cognos Framework Manager Models (version 8 or later) 		
МТЗ	The bidder must demonstrate that the proposed resource has a minimum of 5 years of experience, within the last 10 years, producing Cognos (version 8 or later) BI reports and Dashboards.		
MT4	The bidder must demonstrate that the proposed resource has a minimum of 5 years of experience, within the last 10 years, producing Cognos (version 8 or later) PowerPlay and Analysis Studio cubes.		
МТ5	The bidder must demonstrate that the proposed resource has a minimum of 5 years of experience, within the last 10 years, developing complex SQL queries*.		

Amendment Number:

Buyer ID: 637EL

	*complex SQL queries contain joins across many tables and several nested conditions.	
МТ6	The bidder must demonstrate that the proposed resource has a minimum of 5 years of experience, within the last 10 years, using or designing dimensional data models.	

TBIPS Category: A.7 Programmer/Analyst (Cognos Developer) – Level 3 Name of Resource:

#	Rated Technical Criteria	Scoring Methodology	Points Max	Cross Reference to proposal (Page #)
RT1	The bidder should demonstrate that the proposed resource has experience creating business information views.	1+ to 3 years = 2 points 3+ to 5 years = 4 points 5+ years = 6 points	6	
RT2	The bidder should demonstrate that the proposed resource has experience providing technical analysis and advice for the design of performance scorecard solutions.	1+ to 3 years = 2 points 3+ to 5 years = 4 points 5+ years = 6 points	6	
RT3	The bidder should demonstrate that the proposed resource has experience analyzing and proposing Business Intelligence solutions which include any of the following:	1+ to 3 years = 2 points 3+ to 5 years = 4 points 5+ years = 6 points	6	
	Advanced AnalyticsUnstructured Text AnalyticsTrend AnalysisForecastingEvent Monitoring	or years – o points		

Buyer ID: 637EL

TBIPS Category: A.7 Programmer/Analyst (Cognos Developer) – Level 3 Name of Resource:

#	Rated Technical Criteria	Scoring Methodology	Points Max	Cross Reference to proposal (Page #)
RT4	The bidder should demonstrate that the proposed resource has experience providing Business Intelligence solutions with IBM Cognos TM1.	1+ to 3 years = 2 points 3+ to 5 years = 4 points 5+ years = 6 points	6	
RT5	The bidder should demonstrate that the proposed resource has experience developing Dynamic cubes using Cognos Cube Designer.	1 to 2 years = 3 points 2+ years = 6 points	6	
RT6	The bidder should demonstrate that the proposed resource has experience modeling DMR (Dynamically Modeled Relational) Packages.	1+ to 3 years = 2 points 3+ to 5 years = 4 points 5+ years = 6 points	6	
		Total Available points:	36	
	Minimum Total Overall Poir	ts Required to be declared responsive:	21	
		Total achieved:		

2. I.11 Technology Architect (Data Warehouse) – Level 2

	Mandatory Technical (MT) Criteria	Bidder's Response			
#		Demonstrated Experience (Contractor to Insert Data)	Insert Page # of Resume		
MT1	The bidder must demonstrate that the proposed resource has a minimum of 5 years of experience, within the last 10 years, working as a Technology Architect in a Data Warehouse development environment. The proposed resource must have performed at least 15 of the 26 tasks listed in the Statement of Work.				
	The substantiation must not simply be a repetition of the tasks, but must explain responsibilities and demonstrate how the proposed resource carried out the work while performing the tasks.				
MT2	The bidder must demonstrate that the proposed resource has a minimum of 5 years of experience, within the last 10 years, implementing data warehousing in an Extract, Transform and Load (ETL) environment.				
МТ3	The bidder must demonstrate that the proposed resource has a minimum of 3 years of experience, within the last 6 years, using IBM InfoSphere DataStage (8.0) or higher as the primary tool to acquire data from a Database Management System.				
	Example: Loading Mainframe, Sybase, SQL Server (or data source equivalent) source into a Data Warehouse environment.				
MT4	The bidder must demonstrate that the proposed resource has a minimum of 3 years of experience, within the last 6 years, scripting within a Unix environment.				
MT5	The bidder must demonstrate that the proposed resource has a minimum of 3 years of experience, within the last 6 years, with the IBM DB2 RDBMS (Relational Database Management				

environment.

TBIPS Category: I.11 Technology Architect (Data Warehouse) – Level 2 Name of Resource:					
		Bidder's Respo	Bidder's Response		
#	Mandatory Technical (MT) Criteria	Demonstrated Experience (Contractor to Insert Data)	Insert Page # of Resume		
	System) in an IBM Infosphere DataStage environment.				
МТ6	The bidder must demonstrate that the proposed resource has a minimum of 3 years of experience, within the last 6 years, shredding XML data types into a Data Warehouse				

	TBIPS Category: I.11 Technology Architect (Data Warehouse) – Level 2 Name of Resource:					
#	Rated Technical Criteria	Scoring Methodology	Points Max	Cross Reference to proposal (Page #)		
RT1	The bidder should demonstrate that the proposed resource has experience working as an IBM Infosphere DataStage ETL Architect in a Data Warehousing environment developing complex* ETL jobs, scripts and/or routines to feed relational and dimensional (star schema) data repositories and resolving ETL performance issues. *complex is defined as a job, script or routine which: 1) Has two or more join stages or transformer stages 2) Has data sources with two or more transformation rules.	3+ to 4 years = 2 points 4+ to 5 years = 4 points 5+ years = 6 points	6			

Amendment Number:

Buyer ID: 637EL

TBIPS Category: I.11 Technology Architect (Data Warehouse) – Level 2

#	Rated Technical Criteria	Scoring Methodology	Points Max	Cross Reference to proposal (Page #)
RT2	The bidder should demonstrate that the proposed resource has experience as an ETL Architect defining source, target and staging data repositories.	3+ to 4 years = 2 points 4+ to 5 years = 4 points 5+ years = 6 points	6	
RT3	The bidder should demonstrate that the proposed resource has experience as an ETL Architect defining data transformation processes.	3+ to 4 years = 2 points 4+ to 5 years = 4 points 5+ years = 6 points	6	
RT4	The bidder should demonstrate that the proposed resource has experience as an ETL Architect defining volumetric, hardware and software requirements and configurations.	3+ to 4 years = 2 points 4+ to 5 years = 4 points 5+ years = 6 points	6	
RT5	The bidder should demonstrate that the proposed resource has experience developing ETL coding standards and ETL development best practices.	3+ to 4 years = 2 points 4+ to 5 years = 4 points 5+ years = 6 points	6	
RT6	The bidder should demonstrate that the proposed resource has experience using ETL Source to Target Mapping documentation, and ETL High Level and Detailed ETL Design documentation, and IBM Infosphere DataStage job documentation.	3+ to 4 years = 2 points 4+ to 5 years = 4 points 5+ years = 6 points	6	

Amendment Number:

Buyer ID: 637EL

TBIPS Category: I.11 Technology Architect (Data Warehouse) – Level 2

#	Rated Technical Criteria	Scoring Methodology	Points Max	Cross Reference to proposal (Page #)
RT7	The bidder should demonstrate that the proposed resource has obtained the following certifications: IBM Certified Specialist – PureData System for Analytics IBM Certified Solution Architect A copy of the certification(s) must be provided at bid closing.	Note: Each certification is worth 3 points for a maximum of 6 points IBM Certified Specialist PureData System for Analytics = 3 points IBM Certified Solution Architect = 3 points	6	
		Total Available points:	42	
	Minimum Total Overall Point	s Required to be declared responsive:	25	
		Total achieved:		

3. I.3 Database Analyst (EDW & BI) – Level 3

Name	of Resource:	Bidder's Resp	onse
#	Mandatory Technical (MT) Criteria	Demonstrated Experience (Contractor to Insert Data)	Insert Page # of Resume
	The bidder must demonstrate that the proposed resource has a minimum of 10 years of experience working as a Database Analyst. The proposed resource must have performed at least 7 of the 13 tasks listed in the Statement of Work. Tasks must include the following functions:		
MT1	 Providing input to Data Warehouse Database Design decisions Data Profiling Development of complex SQL queries* 		
	*complex SQL queries contain joins across many tables and several nested conditions.		
	The substantiation must not simply be a repetition of the tasks, but must explain responsibilities and demonstrate how the proposed resource carried out the work while performing the tasks.		
	The bidder must demonstrate that the proposed resource has a minimum of 5 years of experience in the last 15 years, with large-scale* Data Warehousing projects using the Kimball Methodology (dimensional models integrated via conformed dimensions).		
MT2	*Large-scale:		
	Scope spans two or more functional areas and locations (Headquarters, regions, points of entry, program areas, branches/directorates/divisions, etc.)		
	Serving 300 concurrent users or more at any given time.		
МТЗ	The bidder must demonstrate that the proposed resource has a minimum of 5 years of experience in the last 15 years, developing and implementing		

Buyer ID: 637EL

47419-223800/001/EL

		Bidder's Resp	onse
#	Mandatory Technical (MT) Criteria	Demonstrated Experience (Contractor to Insert Data)	Insert Page # of Resume
	applications using MS-SQL, including experience with:		
	 SQL Profiler SQL Analysis Services SQL Reporting Services SQL Optimizer 		
MT4	The bidder must demonstrate that the proposed resource has a minimum of 5 years of experience, within the last 10 years collecting, analysing and managing business requirements related to the following types of enterprise information delivery and reporting initiatives:		
	Corporate ReportingData WarehousingBusiness Intelligence		

TBIPS Category: I.3 Database Analyst (EDW & BI) – Level 3 Name of Resource:

#	Rated Technical Criteria	Scoring Methodology	Points Max	Cross Reference to proposal (Page #)
RT1	The bidder should demonstrate that the proposed resource has experience in analyzing and addressing Data Warehousing and Business Intelligence performance-related issues.	2+ to 4 years = 2 points 4+ to 6 years = 4 points 6+ years = 6 points	6	
RT2	The bidder should demonstrate that the proposed resource has experience using and developing DW	2+ to 4 years = 2 points 4+ to 6 years = 4 points 6+ years = 6 points	6	

Amendment Number:

Buyer ID: 637EL

TBIPS Category: I.3 Database Analyst (EDW & BI) – Level 3

#	Rated Technical Criteria	Scoring Methodology	Points Max	Cross Reference to proposal (Page #)
	applications using IBM InfoSphere DataStage.			
RT3	The bidder should demonstrate that the proposed resource has experience using and developing DW applications using IBM DB2.	2+ to 4 years = 2 points 4+ to 6 years = 4 points 6+ years = 6 points	6	
RT4	The bidder should demonstrate that the proposed resource has experience using and developing DW applications using IBM Data Architect.	2+ to 4 years = 2 points 4+ to 6 years = 4 points 6+ years = 6 points	6	
RT5	The bidder should demonstrate that the proposed resource has experience using and developing DW applications using IBM Cognos BI.	2+ to 4 years = 2 points 4+ to 6 years = 4 points 6+ years = 6 points	6	
RT6	The bidder should demonstrate that the proposed resource has experience using and developing DW applications using IBM Puredata or PostgreSQL.	2+ to 4 years = 2 points 4+ to 6 years = 4 points 6+ years = 6 points	6	
RT7	The bidder should demonstrate that the proposed resource has obtained the following certifications: IBM Certified Specialist – PureData System for Analytics Certified Business Intelligence Professional (CBIP) IBM Certified Solution Developer	Note: Each certification is worth 3 points for a maximum of 9 points IBM Certified Specialist - PureData System for Analytics = 3 points CBIP = 3 points IBM Certified Solution Developer = 3 points	9	

Buyer ID: 637EL

TBIPS Category: I.3 Database Analyst (EDW & BI) - Level 3

#	Rated Technical Criteria Scoring Methodology	Points Max	Cross Reference to proposal (Page #)
	A copy of the certification(s) must be provided at bid closing.		
	Total Available points:	45	
Minim	num Total Overall Points Required to be declared responsive:	27	
	Total achieved:		

4. I.5 Information Management Architect (EDW & BI) – Level 3

		Bidder's Response		
#	Mandatory Technical (MT) Criteria	Demonstrated Experience (Contractor to Insert Data)	Insert Page # of Resume	
MT1	The bidder must demonstrate that the proposed resource has a minimum of 10 years of experience, within the last 15 years, working as an IM Architect in a Data Warehouse development environment. The proposed resource must have performed at least 13 of the 22 tasks listed in the Statement of Work.			
	The substantiation must not simply be a repetition of the tasks, but must explain responsibilities and demonstrate how the proposed resource carried out the work while performing the tasks.			
	The bidder must demonstrate that the proposed resource has a minimum of 5 years of experience, within the last 15 years, performing the following functions:			
MT2	 Developing Business and System Use cases for business goals Conducting interviews and consultations with stakeholders for requirements gathering and analysis 			
МТЗ	The bidder must demonstrate that the proposed resource has a minimum of 10 years of experience, participating in the development of data models, policies and procedures.			
MT4	The bidder must demonstrate that the proposed resource has a minimum of 5 years of experience in metadata design and management, data management and data governance.			
MT5	The bidder must demonstrate that the proposed resource has a minimum of 5 years of experience designing data architectures that captures data relationships, in an enterprise data warehouse (EDW) environment.			

etc.)

#	Rated Technical Criteria	Scoring Methodology	Points Max	Cross Reference to proposal (Page #)
RT1	The bidder should demonstrate that the proposed resource has experience collaborating with Application Architects in contributing to business planning at the enterprise level.	2+ to 4 years = 2 points 4+ to 6 years = 4 points 6+ years = 6 points	6	
RT2	The bidder should demonstrate that the proposed resource has experience defining linkages, providing analysis and documenting data elements utilizing a Data Warehouse metadata toolset consisting of IBM InfoSphere Metadata Workbench and Business Glossary.	2+ to 4 years = 2 points 4+ to 6 years = 4 points 6+ years = 6 points	6	
	The bidder should demonstrate that the proposed resource has experience in working on large-scale* DW/BI projects within a Data Warehouse development IT environment. Examples provided must include the following tasks:			
RT3	 Providing input to Data Warehouse database design decisions Data profiling Development of complex SQL queries** 	2+ to 4 years = 2 points 4+ to 6 years = 4 points 6+ years = 6 points	6	
	*Large-scale:			

Amendment Number:

Buyer ID: 637EL

TBIPS Category: I.5 Information Management Architect (EDW & BI) – Level 3

#	Rated Technical Criteria	Scoring Methodology	Points Max	Cross Reference to proposal (Page #)
	Serving 300 concurrent users or more at any given time. **complex SQL queries contain joins across many tables and several nested conditions.			
RT4	The bidder should demonstrate that the proposed resource has obtained the following certifications: • IBM Certified Specialist – PureData System for Analytics • Certified Business Intelligence Professional (CBIP) • IBM Certified Solution Architect A copy of the certification(s) must be provided at bid closing.	Note: Each certification is worth 3 points for a maximum of 9 points IBM Certified Specialist - PureData System for Analytics = 3 points CBIP = 3 points IBM Certified Solution Architect = 3 points	9	
		Total Available points:	27	
Minim	num Total Overall Points Required	<u> </u>	16	
	·	Total achieved:		

5. P.9 Project Manager – Level 2

		Bidder's Response		
#	Mandatory Technical (MT) Criteria	Demonstrated Experience (Contractor to Insert Data)	Insert Page # of Resume	
MT1	The bidder must demonstrate that the proposed resource has a minimum of 5 years of experience, within the last 10 years, working as a Project Manager. The proposed resource must have performed at least 12 of the 20 tasks listed in the Statement of Work.			
	The substantiation must not simply be a repetition of the tasks, but must explain responsibilities and demonstrate how the proposed resource carried out the work while performing the tasks.			
	The bidder must demonstrate that the proposed resource has a minimum of 5 years of experience, within the last 10 years, in managing IT projects* and providing IT project management support including performing the following functions:			
MT2	 Conduct and organize project start-up activities Participate in options and cost benefit analysis Determine and identify tasks and deliverables Develop and maintain project timelines Oversee and coordinate project activities Prepare progress reports including identifying risks and issues Organize and facilitate meetings, 			
	walkthroughs, and presentations *IT project is defined as:			
	Scope spans multiple programs and services			

Buyer ID: 637EL

TBIPS Category: P.9 Project Manager – Level 2

		Bidder's Response		
#	Mandatory Technical (MT) Criteria	Demonstrated Experience (Contractor to Insert Data)	Insert Page # of Resume	
	change management process to track, coordinate and implement system enhancements.			
MT4	The bidder must demonstrate that the proposed resource has experience managing multiple IT projects with similar timelines and competing priorities and working collaboratively with other project management personnel from other areas of the organization.			
MT5	The bidder must demonstrate that the proposed resource has a minimum of 3 years of experience, within the last 6 years, developing and providing presentations to project personnel including senior management and end-users.			

Buyer ID: 637EL

TBIPS Category: P.9 Project Manager – Level 2

#	Rated Technical Criteria	Scoring Methodology	Points Max	Cross Reference to proposal (Page #)
RT1	The bidder should demonstrate that the proposed resource has experience in leading Information Technology (IT) projects.	3 projects = 2 points 4 projects = 4 points 5 projects = 6 points	6	
RT2	The bidder should demonstrate that the proposed resource has obtained a university degree or college diploma in project management, business administration, or computer science. A copy of the degree or diploma must be provided	no degree or diploma = 0 points degree or diploma = 6 points	6	
	at bid closing.			
RT3	The bidder should demonstrate that the proposed resource has experience with both the Agile and Waterfall project management methodologies.	Agile = 3 points Waterfall = 3 points	6	
RT4	The bidder should demonstrate that the proposed resource has at least 5 years of experience working with: MS Excel MS PowerPoint MS Project MS Word	2 points per application up to a maximum of 10 points	10	
	MS Visio The bidder should			
RT5	demonstrate that the proposed resource has experience with the ITIL (Information Technology	2+ to 4 years = 3 points 4+ years = 6 points	6	

Amendment Number:

Buyer ID: 637EL

TBIPS Category: P.9 Project Manager – Level 2

#			Points Max	Cross Reference to proposal (Page #)
	Infrastructure Library) including best practices and guidelines.			
RT6	The bidder should demonstrate that the proposed resource has completed a Project Management Professional certification. A copy of the certification should be provided at bid closing.	PMP certification or PRINCE2 Practitioner certification = 6 points	6	
		Total Available points:	40	
	Minimum Total Overall Point	s Required to be declared responsive:	24	
		Total achieved:		

Amendment Number:

Buyer ID: 637EL

APPENDIX D TO ANNEX A CERTIFICATIONS AT THE TA STAGE

The following Certifications are to be used, as applicable. If they apply, they must be signed and attached to the Contractor's quotation when it is submitted to Canada.

1. CERTIFICATION OF EDUC	CATION AND EXPER	RIENCE	
The Contractor certifies that all the i proposed for completing the subject achievements, experience and work Furthermore, the Contractor warrant is capable of performing the Work d	t work, particularly the k history, has been ve ts that every individua	e information pertaining to edu erified by the Contractor to be al proposed by the Contractor	ucation, true and accurate.
Print name of authorized individual 8	 & sign above	 Date	
2. CERTIFICATION OF AVAIL	_ABILITY OF PERSC	NNEL	
The Contractor certifies that, should the persons proposed in the quotation reasonable time from the date of iss the TA Form, and will remain available	on will be available to suance of the valid Ta	o commence performance of task Authorization, or within the	the work within a e time specified in
Print name of authorized individual 8	 & sign above	 Date	
3. CERTIFICATION OF STAT	US OF PERSONNEL	-	
If the Contractor has proposed any is certifies that it has permission from a performed under this TA and to subthe Contractor must, upon request fiby the individual, of the permission to comply with the request may result in Conditions.	that individual to proportion it his/her résumé to rom the Contracting / that was given to the	pose his/her services in relation o Canada. At any time during Authority, provide the written of Contractor of his/her availabil	on to the Work to be the Contract Period confirmation, signed lity. Failure to
Print name of authorized individual 8	 & sign above	Date	
The Contractor certifies that, should the persons proposed in the quotatic reasonable time from the date of iss the TA Form, and will remain available. Print name of authorized individual and the Contractor has proposed any it certifies that it has permission from the performed under this TA and to subthe Contractor must, upon request fiby the individual, of the permission to comply with the request may result it Conditions.	I it be authorized to pron will be available to suance of the valid Table to perform the wood. & sign above US OF PERSONNEL individual who is not that individual to proportion the Contracting Athat was given to the in a default under the	rovide services under this Tase commence performance of the sk Authorization, or within the ork in relation to the fulfillment. Date Date Date Canada. At any time during Authority, provide the written of Contractor of his/her availabile Contract in accordance with	the work within a time specified in of the requirement or, the Contractor on to the Work to be the Contract Periodonfirmation, signality. Failure to

ASFC - Divulgation en vertu de la loi sur l'Accès à l'informatic

Buyer ID:

4/419	-223800/001/EL	63/EL
4.	CERTIFICATION OF LANGUAGE - English	
fluent	contractor certifies that the proposed resource(s) in rein English. The individual(s) proposed must be able at any assistance and with minimal errors.	•
——Print r	name of authorized individual & sign above	——————————————————————————————————————

Contract Number:

Amendment Number:

Amendment Number:

Buyer ID: 637EL

ANNEX B BASIS OF PAYMENT

INITIAL CONTRACT PERIOD:

Initial (Contract Period
(Date o	of Contract award to
two ye	ars
later)	
14(01)	

Resource Category	Level of Expertise	Firm Per Diem Rate	
		Year 1	Year 2
A.7 Programmer/Analyst (COGNOS Developer)	LEVEL 3		L
I.11 Technology Architect (Data Warehouse)	LEVEL 2		
I.3 Database Analyst (EDW & BI)	LEVEL 3		
I.5 IM Architect (EDW & BI)	LEVEL 3		
P.9 Project Manager	LEVEL 2		

OPTION PERIODS:

Option Period 1			
(two years) Resource Category	Level of Expertise	Firm Per Diem Rate	
		Year 1	Year 2
A.7 Programmer/Analyst (COGNOS Developer)	LEVEL 3		
I.11 Technology Architect (Data Warehouse)	LEVEL 2		
I.3 Database Analyst (EDW & BI)	LEVEL 3		
I.5 IM Architect (EDW & BI)	LEVEL 3		
P.9 Project Manager	LEVEL 2		

Amendment Number:

Buyer ID: 637EL

Option Period 2 (two years)			
Resource Category	Level of Expertise	Firm Per Diem Rate	
		Year 1	Year 2
A.7 Programmer/Analyst (COGNOS Developer)	LEVEL 3		
I.11 Technology Architect (Data Warehouse)	LEVEL 2		
I.3 Database Analyst (EDW & BI)	LEVEL 3		
I.5 IM Architect (EDW & BI)	LEVEL 3		
P.9 Project Manager	LEVEL 2		

Contract Number: 47419-223800/001/EL

Amendment Number:

Buyer ID: 637EL

ANNEX C SECURITY REQUIREMENTS CHECK LIST

(Provided under separate cover)

Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

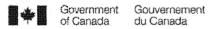
PART 1 (completed by the Technical/Project A	outhority) / PARTI	l E 1 (complété par	le Responsable technique / Charge	é du projet)	
A. General Information / Information	mations généra	ales			
Contract Number / Numéro du cont	trat :				
Contractor Name / Nom du Contrac	teur :				
Task Authorization (TA) No. / N° de l'autorisation de tâches (AT) :	Commitment No l'engagement :		nancial Coding / Code nancier :	Date of Issuance / Date of Issua	ate Response required by / Réponse requise par :
B. For Amendments Only / Aux	k fins de modifi	ication seule	ment		
Amendment No. / Nº de la modifica					
Reason for the Amendment / Raison	<u> </u>	ation :			
C. TA Requirements / Exigence	es relatives à l'A	<u>AT</u>			
Required Resource(s) / Ressource(s)	requise(s)	Ţ		_	·
Category / Catégorie	e	Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis
					+
Statement of Work (tasks, deliverab	oles, reports, etc.)	l	ravaux (tâches, livrables	l s, rapports, etc.)	
Period of Services / Période de ser	rvice:				
Initial Start Date / Date de début init	tiale :		Initial End Da	ate / Date de fin initiale :	
Extented End Date (See Reason for t	the Amendment)	/ Date de fin p	rolongée (voir Raison p	our la modification) :	
Option To Extend Initial End Dat	te / Option pour p	orolonger la da	te de fin initiale		
Travel Requirement(s) / Exigence(s)	de voyage :				
Work Location(s) / Lieu(x) de travail	:				
PART 2 (completed by the Contractor and/or	the Technical/Project Autl	hority) / PART	IE 2 (complété par le Contract	reur et/ou le Responsable technique / Ch	argé du projet)
A. Contractor Resource(s) / Res			is approuvée, seules les ressources	s suivantes peuvent fournir des services s	ous la présente AT.

Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Name / Nom	Category /	/ Catégorie		Level / Niveau		ic Profile / nguistique	Level of Security de sécurité	/ Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	
										+
B. Estimated Cost / Coût es	stimatif									
Category / Catég	gorie	Level / Niveau		iem Rate journalie		(days) /	d Level of Effort Niveau d'effort natif (jours)	Total Co	ost / Coût f	
										+
					Es	timated Co	st / Coût estimatif			-
-	Total Estimated Trave	el and Livino	n Cost / Fs	timé des	frais de dé	inlacement	et de subsistance		\$0.00	_
Total Estimated Travel and Living Cost / Esti										
Taxe rate applied / Taux d'impo	osition applique (%)	15.000			Applica	ble laxes/	Taxes applicables		\$0.00	
				To	tal Estimat	ed Cost / Co	oût total estimatif	•	\$0.00	
PART 3 - TA APPROVA	L BY CANADA	/ PARTIE	3 - AP	PROB/	NOIT/	E L'AT P	AR LE CANA	DA		
By signing this TA, the authorized client certify(ies) that the content of this TA is i							le client autorisé et/ou AT est conforme aux			
The client's authorization limit is \$300,0 (including GST/HST) is in excess of this lin forwarded to the PWGSC Contracting Au	mit, the TA must be signed			nd (inclu	ant la TPS/TVI	H) dépasse cett			e l'AT et ses modificati client autorisé et trans	
Name of Authorized Client / Nom du c	lient autorisé Date				of Contractin ité contractai	g Authority / N nte	lom de	Date		
Signature				Signa	ture					
PART 4 - CONTRACTO	R SIGNATURE /	PARTIE	4 - SIG	NATUI	RE DU C	ONTRAC	TEUR			
Name and Title of individual authorize de la personne autorisée à signer au no	•	Contractor / No	m et titre	Sigr	ature			Date		

COMMON-PS-SRCL#19



Contract Number / Numéro du contrat

SECURITY REQUIREMENTS CHECK LIST (SRCL)
LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

PART A - CONTRACT INFORMATION / PARTIE A -	INFORMATION CONTRACTOR		LOURITE (EVERG)	
Originating Government Department or Organization Ministère ou organisme gouvernemental d'origine		2. Branch	pr Directorate / Direction génér	ale ou Direction
3. a) Subcontract Number / Numéro du contrat de sou	s-traitance 3. b) Name a	nd Address of Subcor	ntractor / Norn ét adresse du so	ous-traitant
4. Brief Description of Work / Brève description du tra	Vall ESTABLISH	A PROFE	SSTONAL SE	RUTCES
CONTRACT FOR THE	ENTERPRISE	DATAWA	REHOUSE AN	O BUSINESS
5. a) Will the supplier require access to Controlled Go Le fournisseur aura-t-il acces à des marchandise	ods?			No Yes
b) Will the supplier require access to unclassified in Regulations? Le fournisseur aura-t-il accès à des données tec sur le contrôle des données techniques?				Non Yes
6. Indicate the type of access required / Indiquer le ty	pe d'accès requis	***************************************		
Will the supplier and its employees require acce. Le fournisseur ainsi que les employés auront-ils (Specify the level of access using the chart in Qu (Préciser le niveau d'accès en utilisant le tableau	accès à des renseignements ou lestion 7. c) li qui se trouve à la question 7. c)	à des biens PROTÉG	ÉS et/ou CLASSIFIÉS?	No Ves Non ✓ Oui
6. b) Will the supplier and its employees (e.g. cleaner PROTECTED and/or CLASSIFIED information of Le fournisseur et ses employés (p. ex. nettoyeur à des renseignements ou à des biens PROTÉG	or assets is permitted. 's, personnel d'entretien) auront-i ÉS et/ou CLASSIFIÉS n'est pas a	ls accès à des zones		Non Yes Oui
6. c) Is this a commercial courier or delivery requirem S'agit-il d'un contrat de messagerie ou de livrais	on commerciale sans entreposaç			Non Yes
a) Indicate the type of information that the supplier	will be required to access / Indiqu	uer le type d'informati	on auquel le fournisseur devra	avoir accès
Canada ✓	NATO/OTAN		Foreign / Étranger	
7. b) Release restrictions / Restrictions relatives à la				
No release restrictions Aucune restriction relative à la diffusion	All NATO countries Tous les pays de l'OTAN		No release restrictions Aucune restriction relative à la diffusion	
Not releasable A ne pas diffuser	ginne		, V .	
Restricted to: / Limité à :	Restricted to: / Limité à :		Restricted to: / Limité à :	<u> </u>
Specify country(ies): / Préciser le(s) pays :	Specify country(les): / Préciser	le(s) pays :	Specify country(les): / Précis	er le(s) pays :
7. c) Level of information / Niveau d'information				
PROTECTED A	NATO UNCLASSIFIED	. []	PROTECTED A	
PROTÈGÉ A 🖳	NATO NON CLASSIFIÉ		PROTÉGÉ A	
PROTECTED B	NATO RESTRICTED		PROTECTED B	
PROTÉGÉ B LY_J	NATO DIFFUSION RESTREIN	TE L	PROTÉGÉ B	
PROTECTED C	NATO CONFIDENTIAL		PROTECTED C	
PROIEGE C LIJ	NATO CONFIDENTIEL		PROTÉGÉ C	
CONFIDENTIAL	NATO SECRET		CONFIDENTIAL	
COMPRESSION	NATO SECRET		CONFIDENTIEL	
SECRET	COSMIC TOP SECRET		SECRET	
SECRET LY	COSMIC TRÈS SECRET	LJI	SECRET	-
TOP SECRET TRÊS SECRET			TOP SECRET TRÉS SECRET	
TOP SECRET (SIGINT)			TOP SECRET (SIGINT)	
TRÈS SECRET (SIGINT)			TRÈS SECRET (SIGINT)	Ш

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité UNCLASSIFIED



Government of Canada Gouvernement du Canada

COMMON-PS-SRCL#19

Contract Number / Numéro du contrat
/ 000343800
Security Classification / Classification de sécurité
UNCLASSIFIED

	nued) / PARTIE A (suite)							
8. Will the supp Le fournisse If Yes, indica	alier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets? ur aura-t-ll accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? ste the level of sensitivity:	✓ Non Yes Non Oui						
9 Will the sun:	ative, indiquer le niveau de sensibilité : olier require access to extremely sensitive INFOSEC information or assets? ur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate?	No Yes Non Oui						
Document N) of material / Titre(s) abrégé(s) du matériel : umber / Numéro du document :							
PART B - PER 10. a) Personn	SONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR) el security screening level required / Niveau de contrôle de la sécurité du personnel requis							
[2]	RELIABILITY STATUS COTE DE FIABILITÉ CONFIDENTIAL CONFIDENTIAL CONFIDENTIAL TOP SECRET TRÉS SEC	RET						
		OP SECRET RÉS SECRET						
	SITE ACCESS ACCÉS AUX EMPLACEMENTS							
	Special comments: Commentaires spéciaux :							
	NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided. REMARQUE: Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être l	ourni. □ [7] No [] Yes						
10. b) May uns Du pers	creened personnel be used for portions of the work? onnel sans autorisation sécuritaire peut-il se voir confier des parties du travail?	V Non Out						
	rill unscreened personnel be escorted? ffirmative, le personnel en question sera-t-il escorté?	No Yes Non Oui						
	EGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR) DN (ASSETS / RENSEIGNEMENTS / BIENS							
1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 -	supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or	☑ No ☐Yes						
premise	s? isseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou	Non LOui						
11. b) Will the Le fouri	supplier be required to safeguard COMSEC information or assets? sisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC?	No Yes Non Oui						
PRODUCTIO	ON .							
occur a	11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises? Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ?							
INFORMATI	ON TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF A LA TECHNOLOGIE DE L'INFORMATION (TI)							
informa Le foun	supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED bion or data? isseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des mements ou des données PROTÉGÉS et/ou CLASSIFIÉS?	No Yes Non Oui						
Dispose	e be an electronic link between the supplier's IT systems and the government department or agency? era-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence nementale?	No Yes						

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité
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Government Gouvernement du Canada

COMMON-PS-SRCL#19

Contract Number / Numéro du contrat
/ 000 343 8 00
Security Classification / Classification de sécurité
UNCLASSIFIED

ART C - (continue For users comple site(s) or premise Les utilisateurs of niveaux de sauve For users comple Dans le cas des	eting es. jui re egar eting	the empli de re the	form sser equis form	manually us It le formulaire aux installati online (via ti	e manuell ons du foi ne interne	lement do umisseur. 1), the sur	ivent utiliser	le tableau réc s automatical	apitulatif	ci-dessou ed by you	s pou	r ind	ique: es to	r. pour chaqui	e catėgori stions.	e, les
dans le tableau r								TABLEAU F			pico				1001110111	,u.o.u.o
Calegory Catégoris		OTECT OTEC			ASSIFIED LASSIFIÉ			NATO	***************************************	***************************************				COMSEC	-	
	Α	В	С	CONFIDENTIAL CONFIDENTIAL	SECRET	TOP SECRET TRÊS SECRET	NATO RESTRICTED NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL NATO CONFIDENTIEL	NATO SECRET	COSMIC TOP SECRET COSMIC THES SECRET		OTECTI POTES B		CONFIDENTIAL CONFIDENTIEL	SECRET	TOP SECRET TRES SECRET
nformation / Assets Renseignements / Biens		\vdash			†		neasante.	 		JECKE1	1					
Production	⇈	t			1											
IT Media / Support TI	T	†	 													
T Link / Lien électronique	T	T									-				1	1
12. a) is the description La description If Yes, classi Dans l'affirm « Classificati	du fy th ative	trava is fo e, cla	il vis rm l Issil	sé par la prése by annotating lier le présen	ente LVEF g the top t formula	RS est-elle and botto ire en ind	de nature P im in the are liquant le nic	ROTÉGÉE et a entitled "S	ou CLAS	lassifical	tion". ntitul	ėe		Tourserond	V No Non	□ Ye O⊔
12. b) Will the docu La document: If Yes, classi attachments Dans l'affirm	ımer ition fy th (e.g	ntatio assi iis fo	on at ociée orm l CRE	tached to this a à la présent by annotating T with Attacl	SRCL be e LVERS g the top hments).	PROTEC sera-t-elle	TED and/or PROTÉGÉI om in the are	et/ou CLASS	SIFIÉE? ecurity C				indi	cate with	√ Non Non	∏Ye Ou

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Gouvernement du Canada

COMMON-PS-SRCL#19

Contract Number / Numéro du contrat
/ 0 0 3 43 8 00
Security Classification / Classification de sécurité
UNCLASSIFIED

		A STATE OF THE STATE OF				
PART D - AUTHORIZATION / PART				,,,		
13. Organization Project Authority / C	chargé de projet de l'org	ganisme		. //	Λ	/:
Name (print) - Nom (en lettres moulé		Title - Titre		Signature	// /	` f
SYLVIE GING.	eas -	DIREC	CTOR, CCSD	Serl	vu &	Jengras
Telephone No N° de téléphone (343) 291 – 5315	Facsimile No Nº de	3237	E-mail address - Adresse cou SYLVIE.GINGRAS @	irjet BBSDASA	Date Aug	2001/29,2018
14. Organization Security Authority /	Responsable de la séc	urité de l'organ	isme obc.ch	7	0	
Name (print) - Nom (en lettres moulé	es)	Title - Titre		Signature	11/1/	
Stephane lafante.	ne	beauty	Specialist.	4	14/	
Telephone No N° de teléphone	Facsimile No Nº de	télécogieur	E-mail gddryss - Adresse cou	ırriel	Date	
343 891 7776.		Stephand	larlow have @ cost.	ASPC Me 4	ta 11.9.	A018.
 Are there additional instructions of the control of t	e.g. Security Guide, Se (p. ex. Guide de sécu	curity Classific rité, Guide de c	ation Guide) attached? dassification de la sécurité) so	nt-elles jointes	?	No Yes Non Oui
16. Procurement Officer / Agent d'ap	provisionnement		***************************************		·····	
Name (print) - Nom (en lettres moulé	es)	Title - Titre		Signature		
DITCENIE MADIE	'NIT		Digitally signed by B	ITSENE, MAR	LENE	
BITSENE, MARLE	.INC		Date: 2019.03.05 08:	29:57 -05'00'		
Telephone No Nº de téléphone	Facsimile No N° de	télécopieur	E-mail address - Adresse co	ournel	Date	
17. Contracting Security Authority / A	Autorité contractante en	matière de séi	curilé		······	
Name (print) - Nom (en lettres moulé	es)	Title - Titre		Signature		
•	1, 1, 1, 2, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1,			Saumur,	Jacques 0	Digitally signed by Saumur, Jacques 0 DN: c=CA, o=GC, ou=PWGSC-TPSGC, cn=Saumur, Jacques 0 Date: 2017.02.02 13:38:31-05'00'
Telephone No N° de téléphone	Facsimile No Nº de	télécopieur	E-mail address - Adresse o	ourriel	Date	

Jacques Saumur
Contract Security Officer
Contracts Security Division|Division des contrats sécurité /
Contract Security Program|Programme de sécurité des contrats /
Public Services and Procurement Canada| Services publics et Approvisionnement Canada
Jacques.Saumur@tpsgc-pwgsc.gc.ca
Telephone | Téléphone 613-948-1732
Facsimile | Télécopieur 613-948-1712

TBS/SCT 350-103(2004/12)

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UNCLASSIFIED



Public Works and **Government Services** Canada

Travaux publics et Services gouvernementaux Canada

Purchasing Office - Bureau des achats:

Informatics Professional Services - EL

Division/Services professionnels en informatique division EL

Terrasses de la Chaudière 4th Floor 10 Wellington Street

Gatineau

Ouébec

K1A 0S5

CONTRACT AMENDMENT MODIFICATION AU CONTRAT

The referenced document is hereby amended: unless otherwise indicated, all other terms and conditions of the contract remain the same.

Ce document est par la présente modifié: sauf indication contraire, les modalités du contrat demeurent les mêmes.

The Vendor/Firm hereby accepts/acknowledges this amendment

Le fournisseur/entrepreneur accepte la présente modification/en accusé réception

November 10, 2020

Signature

Name, title of person authorized to sign (type or print) Nom et titre du signataire autorisé (taper ou imprimer)

Return signed copy forthwith

Prière de retourner une copie dûment signée immédiatement

Comments - Commentaires

Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur

869631606PG0001 Cofomo Ottawa 368 Dalhousie Street Suite 200 Ottawa Ontario

K1N7G3

Canada

Operating as: Cofomo (Ottawa)

Title - Suiet TBIPS IT Services EDW & Bl Contract No. - N° du contrat Amendment No. - N° Modif 47419-223800/001/EL 001 Client Reference No. - N° de référence du client Date 2020-11-10 1000343800 Requisition Reference No. - N° de la demande 47419-223800 File No. - N° de dossier CCC No./N° CCC - FMS No./N° VME 637el.47419-223800 **Financial Codes GST/HST** Code(s) financier(s) TPS/TVH F.O.B. - F.A.B. Destination GST/HST - TPS/TVH **Duty - Droits** See Herein - Voir ci-inclus See Herein - Voir ci-inclus Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: TECHNOLOGY / TECHNOLOGIE NC REGION OTTAWA ON K1A 0L5 **CANADA** Invoices - Original and two copies to be sent to: Factures - Envoyer l'original et deux copies à: CANADA BORDER SERVICES AGENCY 2E ETAGE, #260-01 105, RUE MCGILL

vendors-fournisseurs@cbsa-asfc.gc.c

MONTREAL

Ouebec

H2Y2E7

Canada

Address Enquiries to: - Adresser toutes questions à: Buyer Id - Id de l'acheteur 637el Bitsene, Marlene FAX No. - N° de FAX Telephone No. - N° de téléphone (613) 858-9976 () () Increase (Decrease) - Augmentation (Diminution) Revised estimated cost Currency Type - Genre de devise Coût révisé estimatif \$2,745,050.00 CAD For the Minister - Pour le Ministre

BITSENE, MARLENE

Digitally signed by: BITSENE, MARLENE ,DN: CN = BITSENE, MARLENE C = CA O = GC OU = PWGSC-TPSGC Date: 2020.11.10 09:44:55 -05'00'



FOR CONTRACTS AGAINST A SUPPLY ARRANGEMENT FOR TASK-BASED INFORMATICS PROFESSIONAL SERVICES (TBIPS)

A.7 PROGRAMMER ANALYST (COGNOS DEVELOPER) – LEVEL 3
I.11 TECHNOLOGY ARCHITECT (DATA WAREHOUSE) – LEVEL 2
I.3 DATABASE ANALYST (EDW & BI) – LEVEL 3
I.5 IM ARCHITECT (EDW & BI) – LEVEL 3
P.9 PROJECT MANAGER – LEVEL 2

FOR CANADA BORDER SERVICES AGENCY (CBSA)

CONTRACT AMENDMENT 001:

This amendment is raised to revise section 7. Authorities.

At section 7, subsection 7 (b),

DELETE in its entirety,

INSERT:

(b) Technical Authority

The Technical Authority for the Contract is:

Name: Nathalie Gaul

Title: Manager, Enterprise Data Warehouse & Business Intelligence

Organization: Canada Border Services Agency (CBSA)

Address: 333 North River Road

Tower A, 7th floor Ottawa, ON K1A 0L8

Telephone: (343) 291-5306 OR (613) 218-7962 (cell)

E-mail address: nathalie.gaul@cbsa-asfc.gc.ca

Or

Name: Bogdan Buduru

Title: A/Manager, Analytics Program Management Unit, CDO, SPB

Organization: Canada Border Services Agency (CBSA)

Address: 333 North River Road

Tower A, Office 7056 Ottawa, ON K1Z 5E8

Telephone: (613) 355-6670

E-mail address: Bogdan.Buduru@cbsa-asfc.gc.ca

The Technical Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and] is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Technical Authority; however, the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

ALL OTHER TERMS AND CONDITIONS OF THIS CONTRACT REMAIN THE SAME.



Travaux publics et Services gouvernementaux Canada

Purchasing Office - Bureau des achats:

Informatics Professional Services - EL

Division/Services professionnels en informatique division EL.

Terrasses de la Chaudière 4th Floor 10 Wellington Street

Gatineau Ouébec

K1A 0S5

CONTRACT AMENDMENT MODIFICATION AU CONTRAT

The referenced document is hereby amended: unless otherwise indicated, all other terms and conditions of the contract remain the same

Ce document est par la présente modifié: sauf indication contraire, les modalités du contrat demeurent les mêmes.

The Vendor/Firm hereby accepts/acknowledges this amendment.

Le fournisseur/entrepreneur accepte la présente modification/en accusé réception.

June 1, 2021

Signature

Name, title of person authorized to sign (type or print) Nom et titre du signataire autorisé (taper ou imprimer)

Return signed copy forthwith

Prière de retourner une copie dûment signée immédiatement

Comments - Commentaires

Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur

869631606PG0001 Cofomo Ottawa 368 Dalhousie Street Suite 200 Ottawa Ontario

K1N7G3

Canada

Operating as: Cofomo (Ottawa)

Title - Suiet TBIPS IT Services EDW & BI Contract No. - N° du contrat Amendment No. - N° Modif 47419-223800/001/EL 002 Client Reference No. - N° de référence du client Date 2021-05-28 1000343800 Requisition Reference No. - N° de la demande 47419-223800 File No. - N° de dossier CCC No./N° CCC - FMS No./N° VME 637el.47419-223800 **Financial Codes GST/HST** Code(s) financier(s) TPS/TVH F.O.B. - F.A.B. Destination GST/HST - TPS/TVH **Duty - Droits** See Herein - Voir ci-inclus See Herein - Voir ci-inclus Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: TECHNOLOGY / TECHNOLOGIE NC REGION OTTAWA ON K1A 0L5 **CANADA** Invoices - Original and two copies to be sent to: Factures - Envoyer l'original et deux copies à: CANADA BORDER SERVICES AGENCY 2E ETAGE, #260-01 105, RUE MCGILL vendors-fournisseurs@cbsa-asfc.gc.c **MONTREAL** Ouebec H2Y2E7 Canada Address Enquiries to: - Adresser toutes questions à: Buyer Id - Id de l'acheteur 637el Bitsene, Marlene FAX No. - N° de FAX Telephone No. - N° de téléphone (613) 858-9976 () () Increase (Decrease) - Augmentation (Diminution) \$2,796,750.00 Revised estimated cost Currency Type - Genre de devise Coût révisé estimatif

CAD For the Minister - Pour le Ministre BITSENE, MARLENE Digitally signed by: BITSENE, MARLENE DIGITALITY CON - BITSENE, MARLENE C = CA O

= GC OU = PWGSC-TPSGC



\$5,541,800.00

Amendment Number: 002

Buyer ID: 637EL

FOR CONTRACTS AGAINST A SUPPLY ARRANGEMENT FOR TASK-BASED INFORMATICS PROFESSIONAL SERVICES (TBIPS)

A.7 PROGRAMMER ANALYST (COGNOS DEVELOPER) – LEVEL 3
I.11 TECHNOLOGY ARCHITECT (DATA WAREHOUSE) – LEVEL 2
I.3 DATABASE ANALYST (EDW & BI) – LEVEL 3
I.5 IM ARCHITECT (EDW & BI) – LEVEL 3
P.9 PROJECT MANAGER – LEVEL 2

FOR CANADA BORDER SERVICES AGENCY (CBSA)

Contract Number: Amendment Number: 002 Buyer ID: 47419-223800/001/EL 637EL

CONTRACT AMENDMENT 002:

This amendment is raised to exercise the option period 1. The term of the Contract is hereby extended by one additional two-year period under the same terms and conditions. The contract value at Page 1 is revised accordingly.

ALL OTHER TERMS AND CONDITIONS OF THIS CONTRACT REMAIN THE SAME.



Travaux publics et Services gouvernementaux Canada

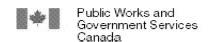
TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

A. General Information / Informations	générales					
Contract Number / Numéro du contrat :	47419-223800/001	/EL				
Contractor Name / Nom du Contracteur :	Emerion / Cofomo	o				
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT)	Commitment No. Nº de l'engagement	Financial C Code final	- I		Response required by Réponse requise d'ici le	
		1950 40	0 30			
B. For Amendments Only / Aux fins de Amendment No. / Nº de la modification : Reason for the Amendment / Raison pour la m		<u>nent</u>				
C. TA Requirements / Exigences relatively Required Resource(s) / Ressource(s) requise(
Category and Level Catégorie et Niveau	·/	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	-	Linguistic Profile / Profile linguistique Required Level(s Security / Niveau(x) de sécurité requis		
Programmer/Analyst (Cognos Develo	per) - Level 3			English	Reliability/ Secret	
Statement of Work (tasks, deliverables, report See attached / Voir pièce jointe	s, etc.) / Énoncé des trav	vaux (tâches, livrable	s, rapports, et	c.):		
Period of Services / Période de service:						
Initial Start Date / Date de début initiale :	04-Jan-2021	1	Initial End Da	ate / Date de fin initiale :	07-Jul-2021	
Extented End Date (See Reason for the Amen	dment) / Date de fin prol	u longée (voir Raison p	our la modifica	ation):		
☐ Option To Extend Initial End Date / Option	n pour prolonger la date	de fin initiale				
Optional End Date(s) / Date(s) de fir	optionnelle(s)		S	status / Statut		
			O In	Effect / en vigueur		
	I	•				
Travel Requirement(s) / Exigence(s) de voyage :	None					
Work Location(s) / Lieu(x) de travail :	National Capital Re	egion, Ottawa				

PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

Contractor Resource(s) and Estimated Note: once approved, only the following resources may provide services u					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
- Programmer Analyst Level 3			journaliei	+	\$94,500.00
<u> </u>	!		 Estima	ted Cost / Coût estimatif	·
	Total Estimated Trave	el and Living Cost / C	oût total estir	matif de voyage et de vie	\$0.00
				HST @ 13%	\$12,285.00
		Total E	Stimated Co	st / Coût total estimatif	· ·
Check applicable Basis of Pa Cocher la Base de Paiement ap	•	Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANA	DA / PARTIE 3 - AP	PROBATION D	E L'AT PAF	R LE CANADA	
By signing this TA, the authorized client authority and/Authority certify(ies) that the content of this TA is in acconditions of the Contract. The client's authorization limit is \$300,000. When the amendments (excluding Applicable Taxes) is in excess be signed by the authorized client and forwarded to the Authority for authorization. Nathalie Gaul Name of Technical Authority / Nom de l'autorité technique Nathalie Gaul Signature	ecordance with the value of a TA and its is of this limit, the TA must	atteste(nt) que le conte La limite d'autorisation (excluant les taxes app autorisé et transmise à	nu de cette AT du client est \$30 licables) dépass l'autorité contra	lient autorisé et/ou l'autorité dest conforme aux conditions 00,000. Lorsque la valeur de se cette limite, l'AT doit être sictante de TPSGC pour autorité de l'autorité contractante	du contrat. l'AT et ses modifications signée par le client
[If applicable, insert the following] Name of the representative from (insert the Department name) [Ajouter ce qui suit, s'il y a lieu] Nom du représentant de (insérer le nom du Ministère) Signature	Date				
PART 4 - CONTRACTOR SIGNATU	RE / PARTIE 4 - SIG	GNATURE DU C	ONTRACT	EUR	
Name and Title of individual authorized to sign on beh Nom et titre Signature de la personne autorisée à sigr		Signature		Decembe	er 3, 2020 Date



Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (complété par le Responsable technique / Chargé du projet)

A. General Information / Informations générales							
Contract Number / Numéro du contrat : 47419-223800/001/EL							
Contractor Name / Nom du Contracteur :	Emerion / Cofomo						
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT)	Commitment No. Nº de l'engagement	Financial Coding Code financier	Date of Issuance Date d'émission	Response required by Réponse requise d'ici le			
2021001958	1000355952	1950 400 30	2021-07-02	2021-07-07			

B. For Amendments Only / Aux fins de modification seulement

Amendment No. / No de la modification : 1 Amd 01 is:

Reason for the Amendment / Raison pour la modification: Exercise option to renew - increase level of effort.

-to extend current TA to July 07, 2022

-to raise estimated level of effort

-to increase value \$151,875 (tax exl.)

Total value of TA is \$246,375.00 plus tax \$32,028.75 that is \$278,403.75.

C. TA Requirements / Exigences relatives à l'AT							
Required Resource(s) / Ressource(s) requise(s)							
Category and Level Catégorie et Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis				
Programmer/Analyst (Cognos Developer) - Level 3		English	Reliability/ Secret				
Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des trav	vaux (tâches, livrables	s, rapports, etc.):					
See attached / Voir pièce jointe							

Period of Services / Période de service:									
Initial Start Date / Date de début initiale :	04-Jan-2021	Initial End Date / Date de fin initiale : 07-Jul-20							
Extented End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification):									
$oldsymbol{X}$ Option To Extend Initial End Date / Option pour prolonger la date de fin initiale									
Optional End Date(s) / Date(s) de fin	Status / Statut								
		O In Effect / en vigueur							
Travel Requirement(s) / Exigence(s) de voyage :									

Work Location(s) / Lieu(x) de travail :	National Capital Re	egion, Ottawa				
PART 2 (completed by the Contractor and/or the Technical/Proje	ct Authority) / PARTIE 2 (c	omplété par le Contracteur et/ou	le Responsable technid	que / Chargé du projet)		
Contractor Resource(s) and Estimated Note: once approved, only the following resources may provide services up to the contractor of the co						
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif	
- Programmer Analyst Level 3			•		\$246,375.00	
			Estimat	ted Cost / Coût estimatif	\$246,375.00	
	Total Estimated Trave	el and Living Cost / C	oût total estim	natif de voyage et de vie	\$0.00	
				HST @ 13%	\$32,028.75	
		Total E	Estimated Cos	st / Coût total estimatif	\$278,403.75	
Check applicable Basis of Pa Cocher la Base de Paiement a	•	Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :		
By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract. The client's authorization limit is \$300,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization. CLEROUX Nathalie Gaul En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat. La limite d'autorisation du client est \$300,000. Lorsque la valeur de l'AT et ses modifications (excluant les taxes applicables) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation ber l'autorité ontractante de TPSGC pour autorisation CLEROUX Digitally signed by CLEROUX NANCY DN. C=ca, O=gc. OU=cora-adrc, OU=PERSONNEL, CN=CLEROUX NANCY DN. C=ca, O=gc. OU=cora-adrc, OU=PERSONNEL, CN=CLEROUX NANCY NANCY NANCY NANCY NANCY Date: The client autorité contractante de TPSGC attested in autorisé et valeur de l'AT et ses modifications (excluant les taxes applicables) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation du client est \$300,000. Lorsque la valeur de l'AT et ses modifications (excluant les taxes applicables) dépasse cette limite, l'AT doit être signée par le client autorisé et valeur de l'AT et ses modifications (excluant les taxes applicables) dépasse cette limite, l'AT doit être signée par le client autorisé et valeur de l'AT et ses modifications (excluant les taxes applicables) dépasse cette limite, l'AT doit être signée par le client autorisé et valeur de l'AT et ses modifications (excluant les taxes applicables) dépasse cette limite, l'AT doit être signée par le client autorisé et valeur de l'AT et ses m						
GAUL GAUL NATHAL NATHALIE Date: 2021.06.0 17:44:38 - 04'00						
Signature [If applicable, insert the following] Name of the representative from (insert the Department name) [Ajouter ce qui suit, s'il y a lieu] Nom du représentant de (insérer le nom du Ministère)	Date	Signature				
Signature PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR						
Name and little at individual cutherness to see a second	alt at the Contractor (Signatura	_	June	e 2, 2021	
Name and Title of individual authorized to sign on ber Nom et titre Signature de la personne autorisée à sign		Signature			Date	

- Programmer Analyst Level 3

Tasks

Tasks and responsibilities

could include but not limited to:

- 1. Create and modify application code
- 2. Create and modify screens and reports
- 3. Gather and analyze data for the conduct of studies to establish the technical and economic feasibility of proposed computer systems, and for the development of functional and system design specifications
- 4. Design methods and procedures for small computer systems, and sub-system of larger systems
- 5. Develop, test and implements mall computers ystems, and sub-systems of larger systems
- 6. Produce forms, manuals, programs, data files, and procedures for systems and/or applications
- 7. Produce a nalysis documents, requirements documents, work estimates and design documents for business intelligence deliverables such as cubes, reports and packages
- 8. As sist with the review and redesign of legacy corporate reporting information assets, including providing recommendations and guidance to consolidate and/or develop these information assets to improve ease of use, readability and other functionality
- 9. Develop and implement Business Intelligence software deliverables of varying complexity using COGNOS 10.2 BI Suite tools
- 10. Design, test and deploy complex solutions using IBM COGNOS Report Studio to meet business requirements
- 11. Provide information sessions for knowledge transfer, mentoring or troubleshooting to other Cognos developers and stakeholders.

Specialties and Skills

Specialties could include but are not limited to:

- Cognos 10.2 BI Suite:
 - o IBM Cognos Report Studio
 - o IBM Cognos Analysis Studio
 - o IBM Cognos Query Studio
 - o IBM Cognos Transformer
 - o IBM Cognos Framework Manager
- Database ETL (Extract, Transform, Load) techniques and tools
- DB2 DBMS
- Microsoft Office Suite (Word, Excel, PowerPoint)
- Microsoft Visio
- Microsoft Project
- Internet Explorer

Deliverables

Deliverables could include but are not limited to:

- Analysis documents, functional and technical requirements documents, and design documents for business intelligence deliverables such as cubes, report and packages
- Cognos Framework Manager Models and packages
- Cognos reports, cubes, a nalyses, packages
- Forms, manuals, programs, data files, and procedures for system and/or applications
- Design, support and procedural documents to support all software deliverables
- Provide information sessions for knowledge transfer, mentoring or troubleshooting to other Cognos developers and stakeholders of the assigned work, supported by documentation
- Monthly status reports of the work performed.

Constraints

- 1. At no time and in no way is CBSA data to be removed from CBSA sites, nor will access to or from the contractor's IT systems through the use of a session or ling (e.g VPN) be permitted; and
- 2. The contractor must comply with CBSA internals ecurity policies, directives, standards, and guidelines at all times during the contract.

Reporting Requirements

- 1. Timesheets are to be provided weekly or monthly depicting hours worked on a daily basis; and
- 2. It is the responsibility of the Contractor to facilitate and maintain regular communication with the Technical Authority. Status updates, verbal or written, may be requested by the Technical Authority over the course of the TA. Communication is defined as all reasonable effort to inform all parties of plans, decisions, proposed approaches, implementation, and results of work, to ensure that the project is progressing well and in accordance with expectations. Communication may include: phone calls; electronic mail; faxes; and meetings. In addition, the Contractor is to immediately notify the Technical Authority of any issues, problems or areas of concern in relation to any work completed under the TA, as they arise.

Location of Work

- 1. CBSA regular working hours are Monday to Friday, between 7 a.m. to 6 p.m. Eastern Time (Standard Workday);
- 2. Work will be performed at the CBSA location at Vanier Towers, 333 River Road, Ottawa, ON; and
- 3. No travel outside of the National Capital Region (NCR) is anticipated.

Language of Work

The proposed resource will be required to perform the work in English. Every individual proposed in its bid must be English and must be able to communicate or ally and in writing without any assistance and with minimal errors

http://www.international.gc.ca/ifait-iaeci/test_levels-niveaux.aspx?lang=eng#b



TA# / #AT:	

PART 1 (completed by the Technical/Project Authority		ponsable technique / Chargé du projet)					
A. General Information / Informa Contract Number / Numéro du contrat	A. General Information / Informations générales Contract Number / Numéro du contrat : 47419-206529/001/EL		1				
Contractor Name / Nom du Contracteu			· Tachnalagy Consulti	- 			
contractor Name / Nom du Contracteu Fask Authorization (TA) No.	ır:	Dalian Enterprises and Coradi: Commitment No.	x Technology Collsului	ng in Joint Venture - Financial Coding		Date Issued	Date Response Required
N° de l'autorisation de tâches (AT) :		N° de l'engagement :		Code financier :		Date d'émis :	Date de réponse requise:
2021002	042	10003553	335	190810040,	2001,30700	18-Jan-2020	20-Oct-2020
3. For Amendments Only / Aux f	ins de modification seule	ement		1			
Amendment No. / № de la modification							
Reason for the Amendment / Raison p	our la modification :						
Change to Basis of Payment	from Maximum Price to	o Firm Price. Calculation error	by supplier in Total Co	ntract Value - now ame	ended.		
C. TA Requirements / Exigences	•			1	TA Coope of Mark Attached	2 Ofen er Ne) / Énereé des	
Firm Price or Per Diem Maximum Price naximum par jour:	e / Prix terme ou prix	Firm Price			TA Scope of Work Attached' travaux de l'AT ci-joint? (Oui		Yes
Resource-based or Deliverable-based es ressources ou sur les livrables:	Services / Services basés sur	Deliverables based			TA Quotation Attached? (Yes de l'AT ci-jointe? (Oui ou Nor		See this form
Period of Services / Période de service:							
nitial Start Date / Date de début initiale	·:	21-Jan-21		Initial End Date / Date de fin	initiale :	April 30 2021]
For Resource-Based Services Only	/ Pour services basés sur de	es ressources seulement:					
Required Resource(s) / Ressource(s) r	requise(s)	I	I= , ,	I	Required Level(s) of	a	
Resource Category and Level / Ressource Catégorie et Niveau		Number Required / Nombre requise	Estimated Workdays / Jours de travail estimés	Linguistic Profile / Profile linguistique	Security / Niveau(x) de sécurité requis	Required Start Date / Date de début requise	Expected End Date / Date de fin prévue
P.5 Project Executive	Level 3	1		English	Relaibility	21-Jan-21	April 30 2021
		•					
For Deliverable-Based Services Only	y / Pour services basés seul	lement sur des livrables:					
Required Deliverable(s) / Livrable(s) re	quise(s)						
Deliverable Name / Nom livrable	Deliverable Description / Des	scription livrable		Acceptance Criteria / Critère	s d'acceptation	Required Start Date / Date de début requise	Expected End Date / Date de fin prévue
l.1 - Report 1	DRAFT Current State Assess	sment of Innovation Approach and Method	ds Report	Report delivered as per deliverable format described in SOW		21-Jan-21	28-Feb-21
1.2 - Report 2	FINAL Current State Assessr	ment of Innovation Approach and Methods	s Report	Report delivered as per deliverable format described in SOW		21-Jan-21	28-Feb-21
2.1 - Report 3	Lean Innovation In Large Org	ganizations Workshop Findings Report		Report delivered as per deliverable format described in SOW 21-Jan-21			28-Feb-21
3.1 - Report 4	DRAFT State Innovation Met	thods and Capabilities Roadmap Report		Report delivered as per deliverable format described in SOW		21-Jan-21	5-Mar-20
3.2 - Report 5	Future State Innovation Meth	nods and Capabilities Roadmap Report		Report delivered as per deliv SOW	erable format described in	21-Jan-21	23-Mar-20
		T					
Fravel Requirement(s) / Exigence(s) de	e voyage:	N/A					
		The contractor's recourse will perfer	Il day to day activities on the	own site. Mostings will name	ly ha via talanhana/idaa s	proposing Any required on the	meetings will only seem in
Nork Location(s) / Lieu(x) de travail:		The contractor's resource will perform a the National Capital Region.	u day-to-day activities on their	own site. ivieetings will normal	iy be via telephone/video conf	erending. Any required on-site	meeungs will only occur in
Additional contraints / Contraintes addi	tionnelles:						
3asis for Payment (Approved Timeshe	ets or Deliverable	Dalivarable Ass	entance	1	Maximum TA Price Payable		
Basis for Payment (Approved Timesheets or Deliverable Acceptance Forms) / Base de payment (feuilles de temps		Deliverable Acc	Deliverable Acceptance Maximum IA Price Payable / Translation required:				

Travaux		
Services	gouver	rnementaux
O		

TA# / #AT:	

PART 2 (completed by the Contractor and/or the Tech	unicaNProject Authority) / PARTIE 2	(complété par le Contracteur et/ou le Responsable technique / Charl	lagé du projet)				
D. Contractor Details and Estima	ated Costs / Détails et cor	ûts estimés de l'entrepreneur					
1) For Resource-Based Services On	ıly / Pour services basés su	r des ressources:					
Required Resource(s) / Ressource(s) r	requise(s)	: une fois approuvée, seules les ressources suivantes peu	mont fournir des services sous la préser	to AT			
Descurse Name / Name du recogurse	Resource Category and Leve Catégorie de ressource et Niv	el /	Per Diem Rate / Taux journalier	Estimated Workdays / Jours de travail estimés	Linguistic Profile / Profile linguistique	PSPC Security File No. / N° du dossier de sécurité SPAC	
			Journal of the state of the sta	40 111111111111111111111111111111111111	migaronquo	du dossisi do III	
	P.5 Project Executive	Level 3	 	T	+	-	\$ 64,605.00
	<u> </u>				+	<u> </u>	\$ -
	ļ'			<u> </u>	+	!	\$ -
	<u> </u>				1	<u>'</u>	\$ -
			<u> </u>				
2) For Deliverable-Based Services C Required Deliverable(s) / Livrable(s) re		ur livrables seulement					\$ 64,605.00
Required Deliverable(s) / Environe(s) (c	quis	T	Francistad Submission Date /				1
Deliverable Name / Nom du livrable		Expected Start Date	Expected Submission Date / Date prévue de la soumission	Expected Acceptance Date / Date prévue de l'acceptation	Expected Billing Month / Mois de facturation prévu	Estimated Cost / Coût estimatif	
1.1 - Report 1		21-Jan-21		28-Feb-21	February	<u></u>	,
1.2 - Report 2		21-Jan-21		28-Feb-21	February	 	
2.1 - Report 3 3.1 - Report 4		21-Jan-21 21-Jan-21		28-Feb-21 5-Mar-20	February March	 	
3.2 - Report 5		21-Jan-21 21-Jan-21		5-Mar-20 23-Mar-20	March	+	
		-		-	 	 	
		To' APPROBATION DE L'AT PAR LE Authority certify(ies) that the content of this TA is in accord	otal Estimated Cost for TA Sco E CANADA	Living Cost (if Applicable) / Fra	ais déplacement et de subsist total estimatif pour l'énoncé d	Coût estimatif total des livrables: Tax (HST) stance estimatifs (si applicable): des travaux de la AT (AT-EDT): des travaux de la AT (contenu de cer	TBC \$ 73,003.65
Dy signing and 174 to additioned.	anonly and the street control of	Autority seriory rest are some a comment	Blice with the contamons of the	contrat.	JIL BUILDING COVE . MONTHS	20 IFOGO dimolograf que la comme	20 AT est conforme des comments
Antonio Utano Name of Authorized CBSA Technical Authority	v / Nom du elient autorisé			Name of Contracting Authority / No	om de l'autorité contractante		
MACDONALD CAN	MERON	Digitally signed by MACDONALD CAMERO	ON	Name or owneading	III de radionie sonose		
Signature	TENOTY (Date: 2021.01.19 08:40:49 -05'00'	Date	Signature			Date
Stephen Alexar	nder		January 18	5, 2021			
(if applicable, insert the following) Name of the Department name) [Ajouter ca qui suit, s'il y a liau] Nom du représ Missitère)	representative from (insert the		Date	·			
ALEXANDER	2 CTEDHE	Digitally signed by		PHEN			
		Date: 2021.01.18 1	7:28:25 -05'00'				
PART 4 - CONTRACTOR SIGN	NATURE / PARTIE 4 - S	SIGNATURE DU CONTRACTEUF	R				
By signing this TA, the authorized Contractor represen	ntative certify(ies) that the Contractor will	execute the TA Scope of Work as defined by the above TA	A and in accordance with the conditions				
or the Contract. Name of Authorized Contractor Individual / Non				Title of Authorized Contractor Indiv	idual / Titre de la personne autorisé	ée à signer au nom de l'entrepreneur	
Signature			Date				

TA# / #AT:

2021002043

PART 1 (completed by the Technical/Project Author	ity) / FARTIE 1 (complété pa	er le Responsable technique / Chargé du projet)					
A. General Information / Information	ations générales			_			
Contract Number / Numéro du contrat	Numéro du contrat : 47419-206529 001 EL						
ontractor Name / Nom du Contracteur : Dalian Enterprises and Coradix Technology Cor		– nsulting, in Joint Ve	nture				
Task Authorization (TA) No.		Commitment No.		Financial Coding Code financier :		Date Issued	Date Response Required Date de réponse requise:
N° de l'autorisation de tâches (AT) : 202100204	3	№ de l'engagement :	760	1	und 2001, PI 30700	Date d'émis : 2021-01-14	18-Jan-2021
202100204	-			1.00010010,10		1-021-07-14	1.5 0411 2021
B. For Amendments Only / Aux		<u>seulement</u>		7			
Amendment No. / Nº de la modification				_			
Reason for the Amendment / Raison p	our la modification :						
C. TA Requirements / Exigence					TA Coope of Medical Attached	2 Ofen and lev (Francé des	
Firm Price or Per Diem Maximum Pric maximum par jour:	e / Prix ferme ou prix	Firm Price			TA Scope of Work Attached? travaux de l'AT ci-joint? (Oui		Yes
Resource-based or Deliverable-based basés sur les ressources ou sur les liv		Deliverables based			TA Quotation Attached? (Yes		See this form
				_		7.	
Period of Services / Période de							
service: Initial Start Date / Date de début initial	e :	01-Feb-21	1	Initial End Date / Date d	le fin initiale ·	7-Aug-21	1
For Resource-Based Services Only			I	Life Date / Date 0	S I IIII GIG .	7-Aug-21	1
Required Resource(s) / Ressource(s)							
Resource Category and Level /		Number Required / Nombre requise	Estimated Workdays /	Linguistic Profile / Profile	Required Level(s) of Security / Niveau(x) de	Required Start Date / Date	Expected End Date / Date
Ressource Catégorie et Niveau			Jours de travail estimés	linguistique	sécurité requis	de début requise	de fin prévue
P.5 Project Executive	L3	1		English	Reliability / Fiabilité	01-Feb-21	7-Aug-2 ⁻
I.11 Technology Architect	L3	1		English	Reliability / Fiabilité	01-Feb-21	7-Aug-2
B.1 Business Analyst	L3	1		English	Religibility / Fishilité	01-Feb-21	7-Aug-2
B. I business Analyst	LS	'		English Reliability / Fiabilité		01-Feb-21	7-Aug-2
For Deliverable-Based Services Onl	y / Pour services basés :	seulement sur des livrables:					
Required Deliverable(s) / Livrable(s) r	equise(s)						
Deliverable Name / Nom livrable		Deliverable Description / Description	livrable	Acceptance Criteria / Cr	ritères d'acceptation	Required Start Date / Date de début requise	Expected End Date / Date de fin prévue
Stage 1: Discovery Report						01-Feb-21	15-Feb-21
Stage 1: Project Plan						01-Feb-21	28-Feb-21
Stage 2: Feasibility Study						01-Feb-21	31-Mar-21
Stage 2: Fit Gap Analysis Doc	ument					01-Feb-21	30-Apr-21
Stage 3: Pilot Plan, Metrics &	Strategy Document					01-Feb-21	31-May-21
Stage 3: Executive Summary						01-Feb-21	30-Jun-21
Travel Requirement(s) / Exigence(s) d	le voyage:	N/A				1	
Work Location(s) / Lieu(x) de travail:		NCR					
Additional contraints / Contraintes add	litionnelles:						
Basis for Payment (Approved Timeshe	eets or Deliverable	Dalli constituti	nontanas	7	Maximum TA Price Payable	/	
Acceptance Forms) / Base de paymer		Deliverable Ac	ceptance	_	Translation required:		
PART 2 (completed by the Confractor another the Tex	chronal Droinet Authority / PART	TE 2 (complété par le Contracteur et/ou le Responsable	Jackness (Chamé & recent)				
The second of the solutions and the re-	Simple Square Saltonly)	T = (Compare par la Communication exists le responsable	tournque r Grieffe au je ojor				
D. Contractor Details and Estim	ated Costs / Détails e	et coûts estimés de l'entreprene	<u>ur</u>				
1) For Resource-Based Services Or	nly / Pour services basés	s sur des ressources:					
Required Resource(s) / Ressource(s) Note: once approved, only the following resources r	requise(s) nay provide services under this TA	. / Nota : une fois approuvée, seules les ressources	suivantes peuvent fournir des service	s sous la présente AT			
Resource Name / Nom du ressource	Resource Category and		Per Diem Rate / Taux	Estimated Workdays /	Linguistic Profile / Profile	PSPC Security File No. / Nº	Total Estimated Cost /
The state of the s	Catégorie de ressource	T	journalier	Jours de travail estimés	linguistique	du dossier de sécurité SPAC	Coût total estimatif
	P.5 Project Executive	L3			<u> </u>	 	
	I.11 Technology Architect	L3			L _	_	
	B.1 Business Analyst	L3			L _	<u> </u>	Τ.
							\$ 420,006.16
2) For Deliverable-Based Services (és sur livrables seulement					
Required Deliverable(s) / Livrable(s) re	equis		Expended Outputs 1 - 5	Eveneted Asset	T		ı
Deliverable Name / Nom du livrable		Expected Start Date	Expected Submission Date / Date prévue de la	Date / Date prévue de	Expected Billing Month / Mois de facturation prévu		Estimated Cost / Coût estimatif
Stage 1: Discovery Report		01-Feb-21	soumission 15-Feb-21	l'acceptation	1-Feb-20	+	ł
Stage 1: Project Plan		01-Feb-21	28-Feb-21	28-Feb-21	1-Mar-21		İ
Stage 2: Feasibility Study		01-Feb-21	31-Mar-21	31-Mar-21	1-Apr-21		Ţ
Stage 2: Fit Gap Analysis Doc	ument	01-Feb-21	30-Apr-21	30-Apr-21	1-May-21	I	I

TA# / #AT: 2021002043

APPENDIX 19 TO ANNEX A - TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Stage 3: Pilot Plan, Metrics & Strategy Document	01-Feb-21	31-May-21	31-May-21	1-Jun-21		
Stage 3: Executive Summary	01-Feb-21	30-Jun-21	30-Jun-21	1-Jul-21		
			Total Es	stimated Deliverable Cost / Co	ût estimatif total des livrables:	\$ 420,006.16
Tax (HST)					\$ 54,600.80	
Total Estimated Travel and Living Cost (If Applicable) / Frais déplacement et de subsistance estimatifs (si applicable):					ТВС	
Total Estimated Cost for TA Scope of Work (TA-SOW) / Coût total estimatif pour l'énoncé des travaux de la AT (AT-EDT)					\$ 474,606.96	

PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized CBSA Technical Authority and/or the PWGSC Contracting Authority certify(ies) that the content of thi conditions of the Contract.	is TA is in accordance with the	En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le conditions du confrat. Bastien, Josee Pivos-L'es Ballen, Josee C AC > GC OU = Pivos-L'es Ballen, Josee C AC > GC OU = Pivos-L'es Ballen, Josee Pivos-L'es Ballen, Josee	ontenu de cette AT est conforme aux
Name of Authorized Technical Authority / Nom du client autorisé		Name of Contracting Authority / Nom de l'autorité contractante MACDONALD CAMERON Digitally signed by MACDONALD CAMERO Date: 2021.01.18 09:36:10 -05'00'	N
Signature LECLAIR MEAGAN DIS ONE ONE OUT OFFERDAME, CHALECLAIR MEAGAN + DIS ONE ONE OUT OFFERDAME, CHALECLAIR MEAGAN + DIS ONE ONE OUT OFFERDAME, CHALECLAIR MEAGAN + DIS ONE OUT OFFERDAME, CHAL	Date	Signature	Date

PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

By signing this TA, the authorized Contractor representative certify(ies) that the Contractor will execute the TA Scope of Work as defined with the conditions of the Contract.	d by the above TA and in accordance	
Name of Authorized Contractor Individual / Nom de la personne autorisée à signer au nom de l'entrepreneur		Title of Authorized Contractor Individual / Titre de la personne autorisée à signer au nom de l'entrepreneur
	Date	

TA# / #AT:	2021002043

Marie Section Marie Sectio	A. General Information / Informa	tions générales						
Contact Cont		:	47419-206529 001 EL		7			
The content of the								
Part		r:		ix Technology Consult	- ⁻			
The Content and Content Act Content and Content Co	ask Authorization (TA) No. N° de l'autorisation de tâches (AT) :							Date Response Required Date de réponse requise:
Part	202100	02043	10003557	760	190810010, fun	d 2001, PI 30700	June 29, 2021	29-Jun-2021
Part	For Amondments Only / Aug 6	ina da madification caulaman					•	
March Marc					٦			
Comparison Com			001		_			
Management Man								
The process of the content of the				oroblem analysis, solut	ion customization and	pilot duration. Initial p	roject start date was de	layed from Jan 2021
Second process Seco								
Part					_			
Marie Principal Principa		e / Prix ferme ou prix maximum par	Firm Price					Yes
Trial of Section 1995 Property Control of Secti	Resource-based or Deliverable-based	Services / Services basés sur les	Deliverables based					Saa thia form
Tendence on a diameter 10 10 10 10 10 10 10 1	essources ou sur les livrables:		Deliverables based			de l'AT ci-jointe? (Oui ou No	n):	See this form
Tendence on a diameter 10 10 10 10 10 10 10 1								
Tendence on a diameter 10 10 10 10 10 10 10 1	Poriod of Sorvices / Période de							
	service:							
Section Control Cont	nitial Start Date / Date de début initiale	e :		_			7-Aug-21	
Part				See Reason for the Amendme	nt) / Date de fin prolongée (voi	Raison pour la modification):	31-Mar-22	1
Part			sources seulement:					
Page		equise(s)	T	I=	L	Required Level(s) of	L	L
11 Part Congress 12 1 1 1 1 1 1 1 1	Resource Category and Level / Ressource Catégorie et Niveau		Number Required / Nombre requise			Security / Niveau(x) de		
1.1 Technology Annibed 1.1 1 Englar Relating /	P.5 Project Executive	L3	1				01-Feb-21	31-Mar
### Degrate Proposed	Tojeci Executive		<u> </u>	 	Ligion	Tonability / Plabilite	01-F6D-21	31-IVIAI
Section Part	I.11 Technology Architect	L3	1		English	Reliability / Fiabilité	01-Feb-21	31-Mar-
See Deliverable Based Services Date Point Services based seedement of dea deal deal deal deal deal deal deal	B.1 Business Analyst	L3	1		English	Reliability / Fiabilité	01-Feb-21	31-Mar-
Security Plant Secu						·		
Security Plant Secu								
	For Deliverable-Based Services Only	y / Pour services basés seulemen	t sur des livrables:					
Applied Description September Sept	Required Deliverable(s) / Livrable(s) re	quise(s)						
Popular Project Plan	Deliverable Name / Nom livrable		Deliverable Description / Description liv	rable	Acceptance Criteria / Critères	s d'acceptation		
Supple 2 Featibility Shudy	Stage 1: Discovery Report							
Stage 2. P.E. Gay Analysis Document O1-Feb 21 31-Aug 21 Stage 3. Executive Summary O1-Feb 21 31-Aug 21 Stage 3. Executive Summary NA NER NER NER NER NER NER NER	Stage 1: Project Plan						01-Feb-21	30-Jun-21
Stage 2. P.E. Gay Analysis Document O1-Feb 21 31-Aug 21 Stage 3. Executive Summary O1-Feb 21 31-Aug 21 Stage 3. Executive Summary NA NER NER NER NER NER NER NER	Stage 2: Feasibility Study						01-Feb-21	30-Nov-21
Stage 3. Poor Pan, Metrica & Strategy Document O1-Feb.21 25-Major 25 Stage 3. Executive Summary NOR NOR NOR O1-Feb.21 25-Major 25 Stage 1. Executive Summary NOR Maximum TA Price Payance PART 2 consistents of Contentines additionates Seas for Payance (Aproximation Summary) PART 2 consistents of Contentines additionates Deliverable Acceptance Deliverab		umont						
Deliverable Acceptance NOR NOR NOR NOR Deliverable Acceptance Deliverable Acceptance Maximum TA Piece Physite Translation or Unitarity of the service accidinate allow for the service accidinate and accidinate allow for the service accidinate and accidinate allow for the service accidinate and accidinate accidinate and accidinate accidinate accidinate and accidinate								
NACE NACE NACE		strategy Document						
NCR NCR Deliverable Acceptance Deliverable Deliverable Acceptance Deliverable Deliverable Acceptance	Stage 3: Executive Summary						01-Feb-21	25-Mar-22
NCR NCR Deliverable Acceptance Deliverable Deliverable Acceptance Deliverable Deliverable Acceptance	T(-)		Thus					
Additional contrained / Contraintee additionnelles: Deliverable Acceptance	Traver Requirement(s) / Exigence(s) de	e voyage:	IVA					
Additional contrained / Contraintee additionnelles: Deliverable Acceptance	Work Location(s) / Lieu(x) de travail:		NCR					
Deliverable Acceptance Delive	vvoik Eocation(s) / Eled(x) de travail.		NOIX					
Deliverable Acceptance Delive	Additional contraints / Contraintes addi	itionnelles:						
PART 2 annuments reclasses entire intercember and control petals and Estimated Costs / Détails et costs estimés de l'entrepreneur 1. For Resource Based Services Only / Pour services basés sur des resources internations (included) 2. Resource Alexandre (included) 2. Resource (included) 2. Resource (included) 2. Resource (included) 3. Resource (included) 4. P. P. Project Executive 4. P. P. Project Executive 4. In Trechnology Architect 4. In Trechnology Architect 5. In De Deliverable Based Services Only / Pour services basés sur livrables seulement 4. In Trechnology Architect 5. In De Deliverable Based Services Only / Pour services basés sur livrables seulement 5. In De Deliverable Based Services Only / Pour services basés sur livrables seulement 6. In De Deliverable Based Services Only / Pour services basés sur livrables seulement 6. In De Deliverable Based Services Only / Pour services basés sur livrables seulement 6. In De Deliverable Based Services Only / Pour services basés sur livrables seulement 6. In De Deliverable Based Services Only / Pour services basés sur livrables seulement 6. In De Deliverable Based Services Only / Pour services basés sur livrables seulement 6. In De Deliverable Based Services Only / Pour services basés sur livrables seulement 6. In De Deliverable Based Services Only / Pour services basés sur livrables seulement 6. In De Deliverable Based Services Only / Pour services basés sur livrables seulement 6. In De Deliverable Based Services Only / Pour services basés sur livrables seulement 6. In De Deliverable Based Services Only / Pour services basés sur livrables seulement 6. In De Deliverable Based Services Only / Pour services basés sur livrables seulement 6. In De Deliverable Based Services Only / Pour services basés sur livrables seulement 6. In De Deliverable Based Services Only / Pour services basés sur livrables seulement 6. In De Deliverable Based Services Only / Pour services basés sur livrables seulement 6. In De Deliverable Based Services Only / Po								
PART 2 consistent into contain sent the Technology Annual Costs Details et codds estimated do set Details et codds estimated estimated Details et codds Details De			Deliverable Acc	ceptance	7			
December (1) For Resource Based Services Cmt / Pour services basés sur des resources. Resource Name / Nom du resource Resource et Niverse (1) Four services basés sur des resources (1) Resource Resource (2) Resource (3) Resour	Forms) / Base de payment (feuilles de	temps approuvees ou formulaire de			_	/ Translation required:		
December (1) For Resource Based Services Cmt / Pour services basés sur des resources. Resource Name / Nom du resource Resource et Niverse (1) Four services basés sur des resources (1) Resource Resource (2) Resource (3) Resour								
Resource Based Services Only / Pour services based sur des resources under this TA. / Note : une file approache, solids les resources submets personnel solid total estimated Cost / Cost catagory and Level / Catagorie de resource et Niveau P. 5. Project Executive P. 5. Project Executive 1.1.1 Technology Architect 1.3. 1.4.2 Technology Architect 1.3. 1.4.2 Technology Architect 1.3. 1.4.2 Technology Architect 1.4.3 Technology Architect 1.5. Single of All Pour services bases sur livrables seutement 1.5. Expected Submission Date for Loud efficiency december of the Control of Submission Date found in Indian previous de facturation prévu de factu	PART 2 (completed by the Contractor and/or the Ter	chnical/Project Authority) / PARTIE 2 (com	plété par le Contracteur et/ou le Responsable technique / Charge	du projet)				
Resource Based Services Only / Pour services based sur des resources under this TA. / Note : une file approache, solids les resources submets personnel solid total estimated Cost / Cost catagory and Level / Catagorie de resource et Niveau P. 5. Project Executive P. 5. Project Executive 1.1.1 Technology Architect 1.3. 1.4.2 Technology Architect 1.3. 1.4.2 Technology Architect 1.3. 1.4.2 Technology Architect 1.4.3 Technology Architect 1.5. Single of All Pour services bases sur livrables seutement 1.5. Expected Submission Date for Loud efficiency december of the Control of Submission Date found in Indian previous de facturation prévu de factu								
Resource Name / Nom du livrable Resource Date on Deliverable Based Services Only / Pour services basés sur livrables seulement Resource Date on Deliverable Based Services Only / Pour services basés sur livrables Resource Pame / Nom du livrable Expected Start Date Date prévue de la soumission Date/ Date prévue de la soumissio	D. Contractor Details and Estima	ated Costs / Détails et coûts es	stimés de l'entrepreneur					
Resource Name / Nom du resource resource Name /	1) For Resource-Based Services On	lly / Pour services basés sur des	ressources:					
P. 5 Project Executive L3	Required Resource(s) / Ressource(s) r Note: once approved, only the following resources r	equise(s) may provide services under this TA. / Nota : un-	e fois approuvée, seules les ressources suivantes peuv	ent fournir des services sous la présente	AT			
P.5 Project Executive L3 \$ 153,221. 1.11 Technology Architect L3 \$ \$ 145,425. B.1 Business Analyst L3 \$ \$ 121,360. D. For Deliverable-Based Services Only / Pour services basés sur livrables seulement Post Deliverable Name / Nom du livrable Expected Start Date Expected Submission Date / Date prévue de la soumission a soumission a soumission a soumission a soumission Stage 1: Discovery Report D1-Feb-21 25-Mar-22 25-	Resource Name / Nom du ressource							
1.11 Technology Architect L3		Catègorie de ressource et Niveau		journalier	de travail estimés	linguistique	du dossier de sécurité SPAC	Coût total estimatif
Stage 1: Project Plan O1-Feb-21 30-Jun-21 30-J		P.5 Project Executive	L3	1				\$ 153,221.1
Stage 1: Discovery Report Di-Feb-21 Stage 1: Project Plan Di-Feb-21 30-Nov-21 30-Nov-21 30-Nov-21 31-Oct-21 31-Oct-21 31-Oct-21 31-Oct-21 31-Oct-21 31-Oct-21 31-Oct-21 31-Aug-21		I.11 Technology Architect	L3	1				\$ 145,425.0
Expected Deliverable-Based Services Only / Pour services basés sur livrables seulement		B.1 Business Analyst	L3					\$ 121,360.0
Expected Start Date Expected Start Date Expected Start Date Date prévue de la soumission Date prévue de l'acceptation Date prévue de l'acceptat								\$ 420,006.3
Expected Start Date Expected Start Date Expected Start Date Date prévue de la soumission Date prévue de l'acceptation Date prévue de l'acceptat								
Expected Start Date Expected Submission Date / Date prévue de la soumission Date prévue de l'acceptation Date prévue	2) For Deliverable-Based Services C	Only / Pour services basés sur livi	rables seulement					
Expected Start Date Date prévue de la soumission Date prévue de l'acceptation Mois de facturation prévu Estimated Cost / Court estimatif	Required Deliverable(s) / Livrable(s) re	quis						
Stage 1: Discovery Report O1-Feb-21 25-Mar-22	Deliverable Name / Nom du livrable		Expected Start Date					
Stage 1: Project Plan 01-Feb-21 30-Jun-21 30-Jun-21 30-Jun-21 30-Jun-21 Stage 2: Feasibility Study 01-Feb-21 30-Nov-21 30-Nov-21 30-Nov-21 31-Oct-21 31-Oct-21 31-Oct-21 31-Oct-21 31-Oct-21 31-Aug-21 31-Aug-			Exposited start Date	soumission	Date prévue de l'acceptation	Mois de facturation prévu		estimatif
Stage 2: Feasibility Study 01-Feb-21 30-Nov-21 30-Nov-21 30-Nov-21 31-Oct-21 31-Oct-21 31-Oct-21 31-Oct-21 31-Oct-21 31-Oct-21 31-Aug-21	Stage 1: Discovery Report		1					-
Stage 2: Fit Gap Analysis Document 01-Feb-21 31-Oct-21 31-Oct-21 31-Oct-21 31-Oct-21 31-Oct-21 31-Aug-21 3								+
Stage 3: Pilot Plan, Metrics & Strategy Document 01-Feb-21 31-Aug-21 31-Aug-21 31-Aug-21 31-Aug-21 Stage 3: Executive Summary 01-Feb-21 25-Mar-22 25-Mar-22 25-Mar-22 Total Estimated Deliverable Cost / Coût estimatif total des livrables \$420,006. Total Estimated Travel and Living Cost (If Applicable) / Frais déplacement et de subsistance estimatifs (si applicable): TBC		ıment						†
Stage 3: Executive Summary 01-Feb-21 25-Mar-22 25-Mar-22 25-Mar-22 25-Mar-22								†
Tax (HST) \$ 54,600. Total Estimated Travel and Living Cost (If Applicable) / Frais déplacement et de subsistance estimatifs (si applicable): TBC	Stage 3: Executive Summary				25-Mar-22	25-Mar-22		
Total Estimated Travel and Living Cost (If Applicable) / Frais déplacement et de subsistance estimatifs (si applicable):		<u> </u>			Total E	stimated Deliverable Cost / Co		
				Total Fetimated Travel	Living Cost (If Applies 12) (F-	ais déplacement et de entre l'é	, ,	
Total Estimated Cost for TA Scope of Work (TA-SCOVIT Countries less mayable des mayable de la ATTAL-ETTIL 1 4 AZA KINK								\$ 474,606.9

TA# / #AT:	2021002043
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APPENDIX 19 TO ANNEX A - TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA VIZED Technical Authority / Norn du client autorise YOUNG Digitally signed by YOUNG MEGAN Date: 2021.07.06 Option of the Control of Control Option Name of Contracting Authority / Nom de l'autorité contractante Ciglary girant les Balans, Jinnes Bastien, Josee Physics: Tradic. Girant 2010 707 70 90 93-90 90 90

MEAGAN			
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU	CONTRACTEUR		
By signing this TA, the authorized Contractor representative certify(ies) that the Contractor will execute the TA Scope of			
by digning and 75 the authorized contribution representative contributes with the Contract.	TOTAL STATE OF THE	Tas Oi.	
Name of Authorized Contractor Individual / Nom de la personne autorisée à signer au nom de l'entreprei	neur	Title of Authorized Contractor Individual / Titre de la personne autorisée à signer au nom de l'entrepreneur	
Signature	— Date		

Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

FORMULAIRE D'AUTORISATION DE TÂCHES PART 1 completed by the Technical Project Authority; / PARTIE 1 and A. General Information / Informations générales 47060-187626/002/FI Contract Number / Numéro du contrat Response required by Réponse requise d'ici le : Task Authorization (TA) No. Nº de l'autorisation de tâches (AT) : Financial Coding Code financier : Date of Issuance Date d'émission : 2940 300 00 1000355017 2021002046 2021-07-28 2021-08-04 B. For Amendments Only / Aux fins de modification seulement mendment No. / Nº de la modification : eason for the Amendment / Raison pour la modification Bring TA to actuals C. TA Requirements / Exigences relatives à l'AT Required Resource(s) / Ressource(s) requise(s) uired Level(s) o Security / au(x) de sécurit Linguistic Profile / Profile Project Manager Level 3 English Secret Project Manager Level 3 Secret Business Analyst Level 3 English Secret Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.) See attached / Voir pièce jointe Period of Services / Période de service nitial Start Date / Date de début initiale : 04-Jan-2021

xtented End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) Initial End Date / Date de fin initiale : 03-Sep-2021 Option To Extend Initial End Date / Option pour prolonger la date de fin initiale
Optional End Date(s) / Date(s) de fin optionnelle(s) Status / Statut 03-Sep-2021 X In Effect / en vigueur 03-Sep-2022 O In Effect / en vigueur 03-Sep-2023 O In Effect / en vigueur Travel Requirement(s) / Exigence(s) de voyage : n/a Work Location(s) / Lieu(x) de travail : Vanier Towers, 333 North River Road Ontario PART 2 complexes to the Contractor and/or the Tecnnical Project Authority: / PARTIE 2 complete per to Contractive virtue is Responsible technique / Charge du projet Contractor Resource(s) and Estimated Cost / Ressource(s) du Contracteur et Coût total estimatif

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Signature

1 of

Fubilic vvorks and inavaux publics et Government Services Services gouvernementaux Canada

TASK AUTHORIZATION FORM

Control Information / Information	da e				
A. General Information / Informations orinéral Contract Number / Numéro du contrat :	47060-187626/001/EL				
Contractor Name / Nom du Contracteur :	S.i Systems				
ask Authorization (TA) No. If de l'autorisation de tâches (AT) :	STOT No. Nº de l'EDT :	Financial Coding Code financier :		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
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				2020-12-17	2020-12-31
3. For Amendments Only / Aux fins de mox	ification seulement				
mendment No. / Nº de la modification :					
Reason for the Amendment /Raison pour la modifi	cation :				
	PAT				
Required Resource(s) / Ressource(s) requise(s)		Estimated Level of			Required Level(s) of
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See attached / Voir pièce jointe					
Period of Services / Période de service:		_			
nitial Start Date / Date de début initiale : Extented End Date (See Reason for the Amendmen	04-Jan-2021	a modification):	Initial End Date	/ Date de fin initiale :	03-Sep-2021
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A General Information / Informations générales

Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

Option To Extend Initial End Date / Option pour professor Optional End Date(s) / Date(De fin optionnelle(s) In/a Vanier Towers, 333 North Rive PARTIE 2 (complété par le Contracteur et ou le Response de la contracteur et ou le Response de la contracteur et contracteur e	r Road msæle technique /Chargé du projet) út total esti matif	Status / St X In Effect / er O In Effect / er O In Effect / er Ontario Per Diem Rate / Taux journalier	n vigueur	Total Estimated Cost / Coût total estimatif \$131,760.00 \$131,760.00
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Statement of Work (tasks, deliverables, reports, etc.) / É	noncé des travaux (tâches, livrables, rapp	ports, etc.)			
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	S.i. Systems STOT No.				

	Total Estimated Travel and Living C	ost / Coût total estima	tif de voyage et de vie	\$0.00
			HST @ 13%	\$34,257.6
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Check applicable Basis of Payment / Cocher la Base de Paiement applicable :	Maximum Price / Prix Maximum:	Х	Firm Price / Prix Ferme :	
PART 3-TA APPROVAL BY CANADA / PARTIE 3-APPROBATION DEL'	AT PAR LE CANADA			
By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract	En apposant sa signature sur l'AT, l'auto contractante de TPSGC atteste(nt) que l			
The client's authorization limit is \$250,000. When the value of aTA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized dient and forwarded to the PWGSC Contracting Authority for authorization	La limite d'autorisation du client est \$.55 (excluant les taxes applicables) dépasse contractante de TPSGC pour autorisation	cette limite, l'AT doit êt		et transmise à l'autorité
Daphne Bond 17-Dec				
Name of Technical Authority / Nom de l'autorité technique Date	Name of Contracting Authority / Nom de	l'autorité contractante	Dat	te
BOND DAPHNE Date: 2020.12.17 13:00:49 α '00'	Bastien, Josee Digitally signed by: Bas On: CN = Bastien, Jose On: GC OU = PWGSC Date: 2021.01.19 08.26	e C = CA TPSGC		
Signature	Signature			
Name of the representative from the SPMMD of CBSA / Date Nom d'un représentant de la DAGBS de l'ASFC	-			
Signature				
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONT	RAC TEUR			
Name and Title of individual authorized to sign on behalf of the Contractor /	Signature		Dat	to .



Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

Contractor Number / Number of Locations : 47680-1876280001/EL Contractor Name / Norm of Contractors : 51. Systems Table Administration of Info No.	A. General Information / Informations générale					
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Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.) See attached / Voir pièce jointe Period of Services / Période de service: Initial Start Date / Date de début initiale: O4-Jan-2021 Exented End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification): Option To Extend Initial End Date / Option pour prolonger la date de fin initiale Optional End Date(s) / Date(s) de fin optionnelle(s) 3-Sep-2021 X in Effect / en vigueur 03-Sep-2022 O In Effect / en vigueur 03-Sep-2023 O In Effect / en vigueur Travel Requirement(s) / Exigence(s) de voyage: In/a Work Location(s) / Lieu(x) de travail: Vanier Towers, 333 North River Road Ontario PART 2 (complaide by the Cure water worder the Technocal/Project Authority) / PARTIE 2 (complaide pair le Cort venture and bout floor from the Cartesport and the Technocal/Project Authority) / PARTIE 2 (complaide pair le Cort venture and bout floor floor floor for the Technocal/Project Authority) / PARTIE 2 (complaide pair le Cort venture and bout floor floo	Project Manager L	Level 3		Е	English	Secret
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Optional End Date(s) / Date(s) de fin optionnelle(s) 03-Sep-2021 X In Effect / en vigueur 03-Sep-2022 O In Effect / en vigueur 03-Sep-2023 O In Effect / en vigueur 03-Sep-2023 O In Effect / en vigueur Travel Requirement(s) / Exigence(s) de voyage: N/a Work Location(s) / Lieu(x) de travail: Vanier Towers, 333 North River Road Ontario PART 2 (completed by the Contractor and/or the TechnologiProject Authority) / PARTIE 2 (complete par le Contractor edou le Responsable sochrique / Chargé du projet) Contractor Resource(s) and Estimated Cost / Ressource(s) du Contractor et Coût total estimatif Note: once approved, only the following resources many provide services under this TA / Note: une fois approvide, seulae his resources sauvertes pervent fourn' des services sous la présente AT Name / Nom Category and Level / Catégorie et Niveau PWGSC Security File No. / N° du dossier de sécurité TPSGC Linguistic Profil linguistique Per Diem Rate / Estimated Level of Effort (days) / Niveau d'effort estimatif (jours) \$106,140.00	Extented End Date (See Reason for the Amendment).	/ Date de fin prolongée (voir Raison pou	r la modification):			
03-Sep-2022 O In Effect / en vigueur 03-Sep-2023 O In Effect / en vigueur 03-Sep-2023 O In Effect / en vigueur Travel Requirement(s) / Exigence(s) de voyage: In/a Work Location(s) / Lieu(x) de travail: Vanier Towers, 333 North River Road Ontario PART 2 (completed by the Contractor and/or the Technocal/Project Authority) / PARTIE 2 (complete par le Contracteur et coût total estimatif Nate: once approved, only the following resources may provide services under the TA / Note: une fore approvide, soulse las resources souls la présente AT Name / Nom Category and Level / Catégorie et Niveau PM Level 3 Name / Nom Category and Level / Catégorie et Niveau Stock for source (s) and Estimated Cost / Resources souls la présente AT Linguistic Profile / Profil linguistique Per Diem Rate / Estimated Level of Effort (days) / Niveau d'effort estimatif (jours) Stock total estimatif (jours) \$106,140.00	│ ☐ Option To Extend Initial End Date / Option pour p	rolonger la date de fin initiale				
O In Effect / en vigueur 03-Sep-2023 O In Effect / en vigueur Travel Requirement(s) / Exigence(s) de voyage: Marcol Requirement(s) / Lieu(x) de travail: Vanier Towers, 333 North River Road Ontario PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (completée par le Contracteur et/ou le Responsable technique / Charge du projet) Contractor Resource(s) and Estimated Cost / Ressource(s) du Contracteur et Coût total estimatif Note: once approved, only the following resources may provide services under this TA / Note: une fois approvide, seules las resources suverites pouvert fournir des services sous la présente AT Name / Nom Category and Level / Catégorie et Niveau PWGSC Security File No. / N° du dossier de sécurité TPSGC Linguistic Profile / Profil linguistique Per Diem Rate / Effort (days) / Niveau d'effort estimatif (jours) S106,140.00	Optional End Date(s) / Date(s) c	le fin optionnelle(s)		Status / St	atut	
O In Effect / en vigueur 03-Sep-2023 O In Effect / en vigueur Travel Requirement(s) / Exigence(s) de voyage: Marcol Requirement(s) / Lieu(x) de travail: Vanier Towers, 333 North River Road Ontario PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (completée par le Contracteur et/ou le Responsable technique / Charge du projet) Contractor Resource(s) and Estimated Cost / Ressource(s) du Contracteur et Coût total estimatif Note: once approved, only the following resources may provide services under this TA / Note: une fois approvide, seules las resources suverites pouvert fournir des services sous la présente AT Name / Nom Category and Level / Catégorie et Niveau PWGSC Security File No. / N° du dossier de sécurité TPSGC Linguistic Profile / Profil linguistique Per Diem Rate / Effort (days) / Niveau d'effort estimatif (jours) S106,140.00	03-Sep-202	1		X In Effect / e	n vigueur	
O In Effect / en vigueur Travel Requirement(s) / Exigence(s) de voyage: Work Location(s) / Lieu(x) de travail: Vanier Towers, 333 North River Road Ontario PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complete par le Contracteur et Coût total estimatif Note: once approved, only the following resources may provide services under this TA / Note: une for approvide, sevides list resources autvantes peuvent fournit des services sous la présente AT Name / Nom Category and Level / Catégorie et Niveau PM Level 3 O In Effect / en vigueur Ontario Total Estimated Level of fournit des services sous la présente AT Linguistic Profile / Profil linguistique Per Diem Rate / Taux journalier Total Estimated Cost / Coût total estimatif (jours) S106,140.00	03-Sep-202	2				
Travel Requirement(s) / Exigence(s) de voyage: Work Location(s) / Lieu(x) de travail : Vanier Towers, 333 North River Road Ontario PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (completé par le Contracteur et/ou le Responsable technique / Chargé du projet) Contractor Resource(s) and Estimated Cost / Ressource(s) du Contracteur et Coût total estimatif Note: once approved, only the following resources may provide services under this TA / Nota: une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT Category and Level / Catégorie et Niveau PWGSC Security File No. / Nº du dossier de sécurité TPSGC Linguistic Profile / Profil linguistique Per Diem Rate / Effort (days) / Niveau d'effort estimatif (jours) Total Estimated Cost / Coût total estimatif (jours) \$106,140.00						
Work Location(s) / Lieu(x) de travail : Vanier Towers, 333 North River Road Ontario PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complete par le Contracteur et/ou le Responsable technique / Chargé du projet) Contractor Resource(s) and Estimated Cost / Resource(s) du Contracteur et Coût total estimatif Note: once approved, only the following resources may provide services under this TA / Note: une fois approvée, seules les resources suivantes peuvent fournir des services sous la présente AT Name / Nom Category and Level / Catégorie et Niveau PWGSC Security File No. / Nº du dossier de sécurité TPSGC Linguistic Profile / Profil linguistique Per Diem Rate / Effort (days) / Niveau d'effort estimatif (jours) \$106,140.00	33 33P 232	•		O In Ellect / el	n vigueur	
PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (completé par le Contracteur et/ou le Responsable technique / Chargé du projet) Contractor Resource(s) and Estimated Cost / Ressource(s) du Contracteur et Coût total estimatif Note: once approved, only the following resources may provide services under this TA / Note: une fois approviée, seules les ressources suiventes peuvent fournir des services sous la présente AT Name / Nom Category and Level / Catégorie et Niveau PWGSC Security File No. / Nº du dossier de sécurité TPSGC Linguistic Profile / Profil linguistique Per Diem Rate / Estimated Level of Effort (days) / Niveau d'effort estimatif (jours) PM Level 3 PM Level 3 \$106,140.00	Travel Requirement(s) / Exigence(s) de voyage :	n/a				
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Name / Nom Category and Level / Catégorie et Niveau PWGSC Security File No. / Nº du dossier de sécurité TPSGC Linguistic Profile / Profil linguistique Per Diem Rate / Effort (days) / Niveau d'effort estimatif (jours) Total Estimated Cost / Coût total estimatif (jours) PM Level 3 PM Level 3						
Category and Level / Categorie et Niveau dossier de securite TPSGC 3 Taux journalier demort estimatir (jours) \$106,140.00			Linguistic Profile / Profil linguistique		Effort (days) / Niveau	
PM Level 3 \$106,140.00	Category and Level / Catégorie et Niveau	dossier de sécurité TPSGC	Linguistic From Imguistique	Taux journalier		Coût total estimatif
PM Level 3 \$109,800.00	PM Level 3	3	•	•		\$106,140.00
	PM Level	3				\$109,800.00

	Estimated Cost / Coût estimatif	\$215,940.00
То	otal Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie	\$0.00
	HST @ 13%	\$28,072.20
	Total Estimated Cost / Coût total estimatif	\$244,012.20
Check applicable Basis of Payment / Cocher la Base de Paiement applicable :	Maximum Price / X Firm Price / Prix Maximum : Y Prix Ferme :	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'A	AT PAR LE CANADA	
By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.	En apposant sa signature sur l'AT, l'autorité technique, le représentant de la DAGBS de l'ASFC contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du c	
The client's authorization limit is \$250,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du client est \$250,000. Lorsque la valeur de l'AT et ses modifications (excluant les taxes applicables) dépasse cette limite, l'AT doit être signée par le client autorisé e contractante de TPSGC pour autorisation,	et transmise à l'autorité
Jeff Carr	Yuqiao Hu DN: cn=Yuqiao Hu, o=CBSA, ou=Policy and Reporting, email=yuqiao Hu@cbsa- asCq.cca, c=CA Date: 2021.08.05 13:42:51-04'00'	
Name of Technical Authority / Nom de l'autorité technique Date	Name of Contracting Authority / Nom de l'autorité contractante Da	ate
CARR JEFFREY Digitally signed by CARR JEFFREY Date: 2021.07.28 08:43:58 -04'00'		
Signature	Signature	
Name of the representative from the SPMMD of CBSA / Date	_	
Nom d'un représentant de la DAGBS de l'ASFC		
Signature		
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONT	TRACTEUR	
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur	Signature Da	ate



Work Location(s) / Lieu(x) de travail :

Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

A. General Information / Informations	<u>générales</u>				
Contract Number / Numéro du contrat :	47419-223800/002	2/EL			
Contractor Name / Nom du Contracteur :	Donna Cona				
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT)	Commitment No. N° de l'engagement		cial Coding e financier	Date of Issuance Date d'émission	Response required by Réponse requise d'ici le
2021002054	1000355712		0/2001/30700/ 4907	31-May-21	30-Jun-21
B. For Amendments Only / Aux fins d	e modification seulem	nent_			
Amendment No. / Nº de la modification :	1				
Reason for the Amendment / Raison pour la Exercising option to renew - increase level of					
C. TA Requirements / Exigences rela	tives à l'AT				
Required Resource(s) / Ressource(s) requis	e(s)				
Category and Leve Catégorie et Nivea		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	-	rofile / Profile stique	Required Level(s) of Security / Niveau(x) de sécurité requis
Technology Architect (Data Wareho	ouse) - Level 2		Eng	glish	Reliability/ Secret
Statement of Work (tasks, deliverables, repo	rts, etc.) / Énoncé des trav	aux (tâches, livrables	, rapports, etc.):		
See attached / Voir pièce jointe					
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :	14-Dec-2020]	Initial End D	Date / Date de fin initiale :	07-Jul-2021
Extented End Date (See Reason for the Ame	endment) / Date de fin prolo	ongée (voir Raison po	our la modification):		07-Jul-2022
X Option To Extend Initial End Date / Option	n pour prolonger la date de	e fin initiale			
Optional End Date(s) / Date(s) de	fin optionnelle(s)		Status	s / Statut	
			O In Effec	ct / en vigueur	
Travel Requirement(s) / Exigence(s) de	None				

National Capital Region, Ottawa

-	N 50		10	complete	d by the	Contra	tor and	d/or the	Technica	/Project	Authorit	(1)	PA	K		(comr	dátá nar	le Con	tractou	r at/au	la Paer	nneahl	a tachni	O Launi	harná	du proi	at\
r	٩К	ız	- (0	complete	d by the	Contra	ctor and	d/or the	Technica	/Project	Authorit	v)	ГΑ	КIII	E 4	(comp	lété par	le Con	tracteu	r et/ou	le Rest	onsabl	e techni	iaue / C	Chargé	du proi	et)

ote: once approved, only the following resources may provide services u		du Contracteur et			
	ınder this TA. / Nota : une fois approuvé	e, seules les ressources suivantes p	oeuvent fournir des services sous la	présente AT	
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Co / Coût total estimati
		<u>'</u>		1	\$368,650.0
	1	_	Estim	ated Cost / Coût estimatif	\$368,650.0
	Total Est	imated Travel and Livir	ng Cost / Coût total est	imatif de voyage et de vie	\$0.0
				HST @ 13%	\$47,924.5
			Total Estimated C	ost / Coût total estimatif	\$416,574.5
Check applicable Basis of Pa Cocher la Base de Paiement ap		Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	
Nathalie Gaul					
echnique CALII Digitally signed by	Date	_	thority / Nom de l'autorité		Date
NATHALIE Date: 2021.05.31 15:35:52 -04'00'		BITSENE, MA	ARLENE Digitally signe OU = PWGSO	d by: BITSENE, MARLENE SENE, MARLENE C = CA O = GC	Date
GAUL Digitally signed by GAUL NATHALIE NATHALIE 15:35:52 -04'00'	Digitally signed by LOXTON ASHLE DN: C=ca, O=gc, OU=ccra-adrc, OUASHLEY + SERIALNUMBER=20182 Reason: I have reviewed this docum Location: your signing location here Date: 2021-06-29 14:43:52 Foxit PhantomPDF Version: 10.0.1 Date	Signature Y =PERSONNEL, CN=LOXTON 282123713384 ent	ARLENE Digitally signe OU = PWGSO	d by: BITSENE, MARLENE SENE, MARLENE C = CA O = GC :-TPSGC	Date
GAUL GAUL NATHALIE Date: 2021.05.31 15:35:52 -04'00' Indicator of the expresentative from (insert the Department name) Ajouter ce qui suit, s'il y a lieu] Nom du représentant	Digitally signed by LOXTON ASHLE DN: C=ca, O=gc, OU=ccra-adrc, OUASHLEY + SERIALNUMBER=20182 Reason: I have reviewed this docum Location: your signing location here Date: 2021-06-29 14:43:52 Foxit PhantomPDF Version: 10.0.1 Date	Signature Y =PERSONNEL, CN=LOXTON 282123713384 ent	ARLENE Digitally signe OU = PWGSO	d by: BITSENE, MARLENE SENE, MARLENE C = CA O = GC :-TPSGC	Date
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2 of 2

- Technology Architect (Data Warehouse) - Level 2

Tasks

Tasks and responsibilities could include but not limited to:

- Develop technical architectures, frameworks and strategies to meet the business and application requirements for a large-scale data warehousing initiative in an ETL (Extract, Transform and Load) environment
- Identify the business, IT and application policies and requirements that drive out a particular solution.
- Ensure the integration of all aspects of technology solutions are consistent with the stated vision
- Perform i mpact a nalysis by required due dates of a pplicable technology changes when requested
- Provide ETL, Data Stage and applicable support to applications and/or technical support teams in the proper application of existing infrastructure
- Reviewin-house or developed application and program design or technical infrastructure design to ensure a dherence to enterprise and developments tandards and to recommend performance improvements to stakeholders
- Assess the feasibility of migrating from the current state to the target business architecture and enabling technologies and identify the risks associated with migrating to the target business architecture and technologies and make recommendations for risk mitigation
- Manage the development and implementation of an architectural improvement plan (strategic architecture plan for warehouse)
- Ensure ETL technical alignment with the ETL Development Standards amongst major departmental projects for Data Warehouse
- Develop ETL best practices, standards, templates and methodologies in a DataStage environment in accordance with DataStage standards and ETL Development standards or Industry standards
- Implement Configuration Management controls to ensure quality and supportability of the resulting Data Warehouse (DW)/Data Management (DM) environments while adhering to the Iterative Methodology
- Review Business Intelligence (BI) client requirements documentation such as BRD and BUC
- Define and assist with ETL tool installation, configuration and integration strategies
- Automate data feeds from external third party sources outside the organization as required
- Participate in the design, development and testing of ETL jobs, scripts and routines in accordance with the Service Lifecycle Management Framework
- Develop the ETL requirements and formulate the ETL architecture document that would require modification to any changes made
- Participate in ERWin and IDA model reviews
- Shred XML Data into relational tables using Data Stage
- Develop and maintain an integrated ETL architecture
- Develop detailed development plans
- Perform code walkthroughs
- Develop ETLs pecifications and ETL design diagrams
- Define ETL metadata capture solution
- Define primary and secondary data captures strategies for internal and external data sources

Specialties and Skills

Specialties could include but not limited to:

- IBM WebSphere DataStage
- DataStage ETL
- IBM DB2 RDBMS (Relational Database Management System)
- IRMIDA
- IBM Pure Data
- IBM InfoSphere Information Server Suite
- Cognos Report Net
- IBM Cognos 10 BI Report Studio
- IBM Cognos 8 or 10 Data Manager/Decision Stream (ETL)
- IBM Cognos 8 or 10 Framework Manager (Metadata Modeling)
- IBM Cognos 8 BI Modeling
- IBM Cognos 8 OLAP Modeling Transformer
- PL/SQL

Deliverables

Deliverables could include but are not limited to:

Deliverable:	Due:
Weekly progress reports	Weekly
Security Screening Automation (SSA) - Architecture Design Document • Technical Design of the SSA process.	September 2021
Enterprise user audit – Architecture Design Document • Technical design of the User Audits.	November 2021
Address Standardization – Preliminary Options Analysis • Document the architecture design, describing the options for Autofill, Correction, Verification, etc.	December 2021
ICS Administration – Architecture Design Document • Document the Technical Design of the migration of ICS Admin to the Cloud.	February 2022
Reference Data Management (RDM) – Preliminary Options Analysis • Document the Requirements and Draft Content Prioritization of RDM in the Cloud.	March 2022
Master Data Management Service (MDMS) – Preliminary Options Analysis • Document the Proof of Concept (POC) of the MDMS on the Cloud.	May 2022
 Mobile Border Experience (BSO) - Preliminary Options Analysis Document the Requirements and Draft Content Prioritization of Mobile Border Experience in the Cloud. 	July 2022

Constraints

- 1. At no time and in no way is CBSA data to be removed from CBSA sites, nor will access to or from the contractor's IT systems through the use of a session or ling (e.g VPN) be permitted; and
- 2. The contractor must comply with CBSA internal security policies, directives, standards, and guidelines at all times during the contract.

Reporting Requirements

- 1. Timesheets are to be provided weekly or monthly depicting hours worked on a daily basis; and
- 2. It is the responsibility of the Contractor to facilitate and maintain regular communication with the Technical Authority. Status updates, verbal or written, may be requested by the Technical Authority over the course of the TA. Communication is defined as all reasonable effort to inform all parties of plans, decisions, proposed approaches, implementation, and results of work, to ensure that the project is progressing well and in accordance with expectations. Communication may include: phone calls; electronic mail; faxes; and meetings. In addition, the Contractor is to immediately notify the Technical Authority of any issues, problems or areas of concern in relation to any work completed under the TA, as they arise.

Location of Work

- 1. CBSA regular working hours are Monday to Friday, between 7 a.m. to 6 p.m. Eastern Time (Standard Workday);
- 2. Work will be performed at the CBSA location at Vanier Towers, 333 River Road, Ottawa, ON; and
- 3. No travel outside of the National Capital Region (NCR) is anticipated.

Language of Work

The proposed resource will be required to perform the work in English. Every individual proposed in its bid must be English and must be able to communicate orally and in writing without any assistance and with minimal errors.

http://www.international.gc.ca/ifait-iaeci/test_levels-niveaux.aspx?lang=eng#b



Work Location(s) / Lieu(x) de travail :

Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

A. General Information / Informatio	ns générales				
Contract Number / Numéro du contrat :	47419-223800/00	2/EL			
Contractor Name / Nom du Contracteur :	Donna Cona				
Contractor Harrier Horri da Contractor :		T			Response required
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT)	Commitment No. Nº de l'engagement		cial Coding e financier	Date of Issuance Date d'émission	by Réponse requise d'ici le
	1000355712		0/2001/30700/ 4907	Nov 23, 2020	Dec 1, 2020
B. For Amendments Only / Aux fins	s de modification seul	<u>lement</u>			
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la	modification:				
C. TA Requirements / Exigences re	latives à l'AT				
Required Resource(s) / Ressource(s) requis	e(s)				
Category and Leve Catégorie et Nivea		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	_	rofile / Profile stique	Required Level(s) of Security / Niveau(x) de sécurité requis
Technology Architect (Data Wareh	nouse) - Level 2		Enç	glish	Reliability/ Secret
Statement of Work (tasks, deliverables, repo	rts, etc.) / Énoncé des trava	aux (tâches, livrables,	rapports, etc.):		•
See attached / Voir pièce jointe					
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :	14-Dec-2020	7	Initial End [Date / Date de fin initiale :	07-Jul-2021
Extented End Date (See Reason for the Ame	endment) / Date de fin prolo	ച ngée (voir Raison pou	ır la modification):		
☐ Option To Extend Initial End Date / Opt	ion pour prolonger la date d	le fin initiale			
Optional End Date(s) / Date(s) de	fin optionnelle(s)		Status	s / Statut	
			O In Effe	ct / en vigueur	
Travel Requirement(s) / Exigence(s) de voya	ge None				

National Capital Region, Ottawa

P	٩F	₹T	· 2	(co	mp	lete	ed b	oy t	he	Co	ntra	acti	or a	ındı	or:	the	Te	ch	nic:	al/F	roir	ect	Au	thc	rity	v) .	1	P	Α	۱F	27	П	E	2	(0	con	nple	été	pa	r le	С	oni	rac	cte	ır e	t/o	u le	R	esp	ons	abl	e te	chi	niqu	e /	Cha	rgé	du	pro	jet')								

	,			, , ,	
Contractor Resource(s) and Estimate Note: once approved, only the following resources may provide services					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
					\$181,800.00
			Estin	nated Cost / Coût estimatif	\$181,800.00
	Total Es	timated Travel and Liv	ing Cost / Coût total es	timatif de voyage et de vie	\$0.00
				HST @ 13%	\$23,634.00
			Total Estimated C	ost / Coût total estimatif	\$205,434.00
Check applicable Basis of Pay Cocher la Base de Paiement app		Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANA	DA / PARTIE 3 - A	APPROBATION	DE L'AT PAR LE	CANADA	
technique	e value of a TA and its ss of this limit, the TA	La limite d'autorisation de (excluant les taxes appl transmise à l'autorité co	du client est \$300,000. Lo		s modifications
Nathalie Gaul		Signature			-
[if applicable, insert the following] Name of the representative from (insert the Department name) [Ajouter ce qui suit, s'il y a lieu] Nom du représentant de (insérer le nom du Ministère)	Date	-			
Signature					
PART 4 - CONTRACTOR SIGNATU	IRE / PARTIE 4 - \$	SIGNATURE DU	CONTRACTEUR		
			DocuSigned by:		
				2020-1	
Name and Title of individual authorized to sign on bel Nom et titre Signature de la personne autorisée à sig l'entrepreneur		Signature			Date

DocuSign Envelope ID: 2A38E96F-C0C2-4E4A-BBF6-57DF8541B2D5

Programmer/Analyst (Cognos Developer) - Level 3
Technology Architect (Data Warehouse) - Level 2
Database Analyst (EDW & BI) - Level 3
IM Architect (EDW & BI) - Level 3
Project Manager - Level 2
Not Applicable
Select appropriate resource category and level



Contract No.: 5500001064

Purchasing Office — Bureau des Achats:

Canada Border Services Agency Agence des services frontaliers du Canada 355 North River Road - 355 ch. River nord 17th Floor - 17^{ieme} étage Ottawa ON K1A OL8 Title — Subjet:
TBIPS SA - A.11 Tester Level 3 x4

Contract No. — No du contract:

5500001064

Contract — Contrat

Your proposal is accepted to sell to Her Majesty the Queen, in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods and/or services, or construction listed herein and on any attached sheets at the price or prices set out thereof.

Nous acceptons votre proposition de vendre à sa Majesté la Reine du Chef du Canada, aux conditions énoncées ou incluses par référence dans les présentes, et aux annexes ci-jointes, les biens, et/ou les services ou la construction énumérés dans les présentes, et sur toute feuille ci-annexée, au(s) prix indiqué(s).

D.D.P. — D.D.P.:

Destination of Goods, Services, And Construction — Destination des biens, services et construction See herein — voir aux présentes

Invoices to be sent to — Factures Envoyer a:

Canada Border Service Agency Agence des services frontaliers du Canada vendors-fournisseurs@cbsa-asfc.gc.ca

	Contracting Authority— Au	torité contractante :
	Meagan Leclair	
The Vendor/Firm hereby accepts/acknowledges this contract — Le fournisseur/entrepreneur accepte/accuse réception du présent	Telephone No. — No de telephone:	Fax No. — No de télécopieur :
contrat:	343-551-6907	
	E-Mail Address — Courriel:	
Signature Date	Meagan.Leclair@cbsa-asfc.gc	<u>.ca</u>
Name, title of person authorized to sign (type or print) — Nom et tire du signataire autorisé (caractère d'impression)	Total Estimated Cost (HST incl.) /Coût total estimatif (TVH incl.):	Currency Type - Genre de devise :
	\$628,099.20	CAD
Vendor / Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur :	Signed for the President by - par:	Signé pour le Président
	MICHEL	Jajially signed by DEROUIN MICHEL NK, Gea, Gue, OU-cora-adic, OU-PERSONNEL, NN-DEROUIN MICHEL + SERIALINMBERS-015288281103657 Reason: I am the author of this document ceation; your signing location here slate; 2020-12-22 17:14-26
SoftSim Technologies Inc.	Signature	Date
#202 - 404 Rue St-Pierre Vieux-Montréal, QC H2Y 2M2	Name and Position Title — N	lom et Titre du poste
PBN : 863787651PG0001	Michel Derouin	
	A/ Manager Strategic Procurement Divisio Finance and Corporate Manag Canada Border Services Agend	ement Branch

Contract No.: 5500001064

TABLE OF CONTENTS

CONTRACT CLAUSES

- 1.1 REQUIREMENT
- 1.2 TASK AUTHORIZATION ("TA")
- 1.3 MINIMUM WORK GUARANTEE
- 1.4 STANDARD CLAUSES AND CONDITIONS
- 1.5 SECURITY REQUIREMENT
- 1.5.1 ADDITIONAL SECURITY REQUIREMENT
- 1.6 CONTRACT PERIOD
- 1.7 AUTHORITIES
- 1.8 PAYMENT
- 1.9 INVOICING INSTRUCTIONS
- 1.10 CERTIFICATIONS
- 1.11 FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY DEFAULT BY CONTRACTOR
- 1.12 APPLICABLE LAWS
- 1.13 PRIORITY OF DOCUMENTS
- 1.14 FOREIGN NATIONALS (CANADIAN CONTRACTOR)
- 1.15 INSURANCE REQUIREMENTS
- 1.16 LIMITATION OF LIABILITY INFORMATION MANAGEMENT/INFORMATION TECHNOLOGY
- 1.17 PROFESSIONAL SERVICES GENERAL
- 1.18 SAFEGUARDING ELECTRONIC MEDIA
- 1.19 REPORTING REQUIREMENTS
- 1.20 REPRESENTATIONS AND WARRANTIES
- 1.21 ACCESS TO CANADA'S PROPERTY AND FACILITIES
- 1.22 GOVERNMENT PROPERTY
- 1.23 TRANSITION SERVICES AT END OF CONTRACT PERIOD
- 1.24 IDENTIFICATION PROTOCOL RESPONSIBILITIES

ANNEX A

STATEMENT OF WORK

APPENDIX A TO ANNEX A

TASKING ASSESSMENT PROCEDURE

APPENDIX B TO ANNEX A

TASK AUTHORIZATION FORM

APPENDIX C TO ANNEX A

RESOURCES ASSESSMENT CRITERIA AND RESPONSE TABLE

APPENDIX D TO ANNEX A

CERTIFICATIONS AT THE TA STAGE

ANNEX B

BASIS OF PAYMENT

ANNEX C

SECURITY REQUIREMENTS CHECK LIST

ATTACHMENT 1 TO ANNEX C

SECURITY GUIDE

Contract No.: 5500001064

CONTRACT CLAUSES

The following clauses apply to and form part of any contract resulting from the bid solicitation.

1.1 REOUIREMENT

- a. SoftSim Technologies Inc. (the Contractor) agrees to supply to the Client the services described in the Contract, including the Statement of Work, in accordance with and at the prices set out in the Contract. This includes providing professional services, as and when requested by Canada, to one or more locations to be designated by Canada, excluding any locations in areas subject to any of the Comprehensive Land Claims Agreements.
- b. Client(s): Under the Contract, the "Client" is Canada Border Services Agency (CBSA).
- c. Reorganization of Client: The Contractor's obligation to perform the Work will not be affected by (and no additional fees will be payable as a result of) the renaming, reorganization, reconfiguration, or restructuring of any Client. The reorganization, reconfiguration and restructuring of the Client includes the privatization of the Client, its merger with another entity, or its dissolution, where that dissolution is followed by the creation of another entity or entities with mandates similar to the original Client. In connection with any form of reorganization, Canada may designate another department or government body as the Contracting Authority or Technical Authority, as required to reflect the new roles and responsibilities associated with the reorganization.
- d. **Defined Term**: Words and expressions defined in the General Conditions or Supplemental General Conditions and used in the Contract have the meanings given to them in the General Conditions or Supplemental General Conditions. Also, the following words and expressions have the following meaning:
 - i. Any reference to an Identified User is a reference to the Client.
 - ii. "deliverable" or "deliverables" includes all documentation outlined in this Contract
 - iii. "local office" of the Contractor means an office having at least one full time employee that is not a shared resource working at that location.

1.2 TASK AUTHORIZATION ("TA")

- a. As and When Requested Task Authorizations: The Work or a portion of the Work to be performed under the Contract on an "as-and-when-requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract. The Contractor must not commence work until a validly issued TA has been issued by Canada and received by the Contractor. The Contractor acknowledges that any work performed before such issuance and receipt will be done at the Contractor's own risk.
- b. Assessment of Resources Proposed at TA Stage: Processes for issuing, responding to and assessing Task Authorizations are further detailed in Appendix "B" of Annex "A".

b. Form and Content of Task Authorization:

- i. The Technical Authority will provide the Contractor with a description of the task in a draft Task Authorization using the form specified in Appendix "A" to Annex "A".
- ii. The draft Task Authorization will contain the details of the activities to be performed, and must contain the following information, if applicable:
 - A. a task number:
 - B. The date by which the Contractor's response must be received (which will appear in the draft Task Authorization, but not the issued Task Authorization);
 - C. the details of any financial coding to be used;
 - D. the category of resources and the number required;
 - E. a description of the work for the task outlining the activities to be performed and identifying any deliverables (such as reports);
 - F. the start and completion dates;
 - G. milestone dates for deliverables and payments (if applicable);



Contract No.: 5500001064

- H. the number of person-days of effort required:
- I. whether the work requires on-site activities and the location;
- J. the language profile of the resources required;
- K. the level of security clearance required of resources;
- L. the price payable to the Contractor for performing the task, with an indication of whether it is a firm price or a maximum TA price (and, for maximum price task authorizations, the TA must indicate how the final amount payable will be determined; where the TA does not indicate how the final amount payable will be determined, the amount payable is the amount, up to the maximum, that the Contractor demonstrates was actually worked on the project, by submitting time sheets filled in at the time of the work by the individual resources to support the charges); and
- M. any other constraints that might affect the completion of the task.

c. Contractor's Response to Draft Task Authorization:

The Contractor must provide the Technical Authority, within three (3) working days of receiving the draft Task Authorization or within any longer time period specified in the draft TA), the proposed total price for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract. The Contractor's quotation must be based on the rates set out in the Contract. The Contractor will not be paid for preparing or providing its response or for providing other information required to prepare and validly issue the TA.

d. Task Authorization Limit and Authorities for Validly Issuing Task Authorizations:

To be validly issued, a TA must include the following signature(s):

- A. for any TA with a value less than or equal to \$0.00 (including Applicable Taxes), the TA must be signed by the Technical Authority and the Contracting Authority; and
- B. for any TA with a value greater than this amount, a TA must be signed by the Technical Authority and the Contracting Authority or another member of the Strategic Procurement Division (SPD).

Any TA that does not bear the appropriate signature(s) is not validly issued by Canada. Any work performed by the Contractor without receiving a validly issued TA is done at the Contractor's own risk. If the Contractor receives a TA that is not appropriately signed, the Contractor must notify the Contracting Authority. By providing written notice to the Contractor, the Contracting Authority may suspend the Technical Authority's ability to issue TAs at any time, or reduce the dollar value threshold described in sub-article (A) above; any suspension or reduction notice is effective upon receipt.

e. Periodic Usage Reports:

- i. The Contractor must compile and maintain records on its provision of services to the federal government under validly issued TAs issued under the Contract. The Contractor must provide this data to Canada in accordance with the reporting requirements detailed below. If any required information is not available, the Contractor must indicate the reason. If services are not provided during a given period, the Contractor must still provide a "NIL" report. The Contractor must submit the periodic usage reports on a quarterly basis to the Contracting Authority. From time to time, the Contracting Authority may also require an interim report during a reporting period.
- ii. The quarterly periods are defined as follows:
 - A. April 1 to June 30:
 - B. July 1 to September 30;
 - C. October 1 to December 31; and
 - D. January 1 to March 31.

The data must be submitted to the Contracting Authority no later than fifteen (15) calendar days after the end of the reporting period.

Contract No.: 5500001064

- iii. Each report must contain the following information for each validly issued TA (as amended):
 - A. the Task Authorization number and the Task Authorization Revision number(s), if applicable;
 - B. a title or a brief description of the task;
 - C. the name, Resource category and level of each resource involved in performing the TA, as applicable;
 - D. the total estimated cost specified in the TA (applicable taxes extra):
 - E. the total amount (applicable taxes extra) expended to date;
 - F. the start and completion date; and
 - G. the active status, as applicable (e.g., indicate whether work is in progress or if Canada has cancelled or suspended the TA, etc.).
- iv. Each report must also contain the following cumulative information for all the validly issued TAs (as amended):
 - A. the amount (applicable taxes extra) specified in the contract (as last amended, if applicable) as Canada's total liability to the contractor for all validly issued TAs; and
 - B. the total amount, applicable taxes extra, expended to date against all validly issued TA's.
- f. Refusal of Task Authorizations or Submission of a Response which is not Valid:

The Contractor is not required to submit a response to every draft TA sent to it by Canada. However, in addition to Canada's other rights to terminate the Contract, Canada may immediately, and without further notice, terminate the Contract for default in accordance with the General Conditions if the Contractor in at least three instances has either not responded or has not submitted a valid response when sent a draft TA. A valid response is one that is submitted within the required time period and meets all requirements of the TA issued, including proposing the required number of resources who each meet the minimum experience and other requirements of the categories identified in the TA at pricing not exceeding the rates set out in Annex "B". Each time the Contractor does not submit a valid response, the Contractor agrees Canada may at its option decrease the Minimum Contract Value in the clause titled "Minimum Work Guarantee" by 2%. This decrease will be evidenced for administrative purposes only through a contract amendment issued by the Contracting Authority (which does not require the agreement of the Contractor).

g. Consolidation of TAs for Administrative Purposes: The Contract may be amended from time to time to reflect all validly issued Task Authorizations to date, to document the Work performed under those TAs for administrative purposes.

1.3 MINIMUM WORK GUARANTEE

- a. In this clause.
 - i. "Maximum Contract Value" means the amount specified in the "Limitation of Expenditure" clause set out in the Contract (excluding Applicable Taxes); and
 - ii. "Minimum Contract Value" means 5 % of the Maximum Contract Value on the date the contract is first issued.
- b. Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with sub-article (c), subject to sub-article (d). In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract Period to perform the Work described in the Contract. Canada's maximum liability for work performed under the Contract must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.
- c. In the event that Canada does not request work in the amount of the Minimum Contract Value during the Contract Period, Canada must pay the Contractor the difference between the Minimum Contract Value and the cost of the Work performed.

Contract No.: 5500001064

- d. Canada will have no obligation to the Contractor under this clause if Canada terminates the Contract
 - i. for default.
 - ii. for convenience as a result of any decision or recommendation of a tribunal or court that the contract be cancelled, re-tendered or awarded to another supplier; or
 - iii. for convenience within ten business days of Contract award.

1.4 STANDARD CLAUSES AND CONDITIONS

All clauses and conditions identified in the Contract by number, date and title are set out in the <u>Standard Acquisition Clauses and Conditions Manual</u> issued by Public Works and Government Services Canada (https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual).

a. General Conditions:

2035 (2020-05-28), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

With respect to Section 30 - Termination for Convenience, of General Conditions 2035, unless already present, Subsection 04 is deleted and replaced with the following Subsections 04, 05 and 06:

- 4. The total of the amounts, to which the Contractor is entitled to be paid under this section, together with any amounts paid, due or becoming due to the Contractor must not exceed the Contract Price.
- 5. Where the Contracting Authority terminates the entire Contract and the Articles of Agreement include a Minimum Work Guarantee, the total amount to be paid to the Contractor under the Contract will not exceed the greater of
 - a. the total amount the Contractor may be paid under this section, together with any amounts paid, becoming due other than payable under the Minimum Revenue Guarantee, or due to the Contractor as of the date of termination, or
 - b. the amount payable under the Minimum Work Guarantee, less any amounts paid, due or otherwise becoming due to the Contractor as of the date of termination.
- 6. The Contractor will have no claim for damages, compensation, loss of profit, allowance arising out of any termination notice given by Canada under this section except to the extent that this section expressly provides. The Contractor agrees to repay immediately to Canada the portion of any advance payment that is unliquidated at the date of the termination.

1.5 SECURITY REQUIREMENT

a. The following Security Requirement Check List (SRCL and related clauses) applies to the Contract.

PWGSC File # Common PS SRCL #6

- 1. The Contractor must, at all times during the performance of the Contract, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
- 2. The Contractor personnel requiring access to protected information, assets or sensitive work site(s) must EACH hold a valid **Reliability Status**, granted or approved by CISD/PWGSC.
- 3. The Contractor must not remove any protected information or assets from the identified work site(s), and the Contractor must ensure that its personnel are made aware of and comply with this restriction.
- 4. Subcontracts which contain security requirements are not to be awarded without the prior written permission of CISD/PWGSC
- 5. The Contractor must comply with the provisions of the:
 - 1. Security Requirements Check List and security guide (if applicable), attached at Annex "C";
 - 2. Industrial Security Manual (Latest Edition).

Contract No.: 5500001064

1.5.1 ADDITIONAL SECURITY REQUIREMENT

The CBSA, will conduct its own personnel Reliability Status assessment on the recommended Bidder and its personnel as per the Treasury Board Secretariat of Canada's (TBS) "Security and Contracting Management Standard" and the "Policy on Government Security - Personnel Security Standard", irrespective of whether such assessment has already been conducted under any such policies. Reliability Status assessment conducted by the CBSA will include a credit check performed by an authorized secure official with CBSA's "Personnel Security Screening Section" (PSSS), which is independent of the Public Works and Government Services Canada's (PWGSC), "Canadian Industrial Security Directorate" (CISD) and the "International Industrial Security Directorate" (IISD).

For each proposed resources, the Bidder should submit a complete signed original TBS 330-23 Form - Personnel Screening Consent and Authorization (https://www.tbs-sct.gc.ca/tbsf-fsct/330-23-eng.asp) with their Bid. If not provided with the bid, the Bidder must provide it upon request and in the timeframe stated by the Contracting Authority (prior to Contract Award).

Until the credit check, fingerprinting and all other security screening processes required by this Request for Proposal have been completed and the recommended Bidder and the proposed personnel is deemed suitable by the CBSA, no contract will be awarded and the recommended Bidder personnel will not be permitted access to Protected / Classified information or assets, and will not be permitted to enter sites where such information or assets are kept.

In the event the recommended Bidder is not deemed suitable following the security screening process required by the CBSA, the said recommended Bidder's (Contractor and its personnel) bid will be deemed non-compliant and the next ranked Bidder will be contacted. If only one bid was obtained and the recommended Bidder does not meet the security requirement, then, the Contracting Authority will determine the next steps in order to ensure all requirements are met.

*Fees are applicable. Fingerprinting will be at the Bidder's cost.

1.6 CONTRACT PERIOD

- a. **Contract Period**: The "**Contract Period**" is the entire period of time during which the Contractor is obliged to perform the Work, which includes:
 - i. The "Initial Contract Period", which begins on the date the Contract is awarded and ends on December 22, 2021; and
 - ii. the period during which the Contract is extended, if Canada chooses to exercise any options set out in the Contract.

b. Option to Extend the Contract:

- i. The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to one (1) additional one (1) year period under the same terms and conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions set out in the Basis of Payment.
- ii. Canada may exercise this option at any time by sending a written notice to the Contractor before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced, for administrative purposes only, through a formal contract amendment.

1.7 AUTHORITIES

a. Contracting Authority

The Contracting Authority for the Contract is:

Name: Meagan Leclair

Title: A/Senior Contracting Officer

Organization: Canada Border Services Agency (CBSA)

Address: 355 North River Road, Vanier Tower B, 17th Floor, Ottawa, Ontario, K1A 0L8

Telephone: 343-551-6907

E-mail address: Meagan.Leclair@cbsa-asfc.gc.ca

Contract No.: 5500001064

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

b. Technical Authority

The Technical Authority for the Contract is:

Name: Paul van Berkel Title: A/Director

Organization: Canada Border Services Agency (CBSA)

Address: 333 North River Road, Vanier Tower A, Ottawa, Ontario, K1A 0L8

Telephone: 613-410-1562

E-mail address: Paul.vanBerkel@cbsa-asfc.gc.ca

In their absence, the Technical Authority is:

Name: Julie Joanisse Title: IT Manager

Organization: Canada Border Services Agency (CBSA)

Address: 333 North River Road, Vanier Tower A, Ottawa, Ontario, K1A 0L8

Telephone: 343-572-7599

E-mail address: julie.joanisse@cbsa-asfc.gc.ca

The Technical Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Technical Authority; however, the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

c. Contractor's Representative

The Contractor's Representative for the Contract is:

Name: Title:

Organization: SoftSim Technologies Inc.

Address: #202 - 404 Rue St-Pierre, Vieux-Montréal, OC H2Y 2M2

Telephone: E-mail address:

1.8 PAYMENT

a. Basis of Payment

One or more of the basis of payment options below will be specified in the TA:

- i. Professional Services provided under a Task Authorization with a Limitation of Expenditure: For professional services requested by Canada, Canada will pay the Contractor, in arrears, up to the Maximum Price, for actual time worked and any resulting deliverables in accordance with the firm all-inclusive per diem rates set out in Annex B, Basis of Payment, Applicable Taxes extra. Partial days will be prorated based on actual hours worked based on a 7.5-hour workday.
- ii. Professional Services provided under a Task Authorization with a Firm Price: For professional services requested by Canada, in accordance with a validly issued Task Authorization, Canada will pay the Contractor the firm price set out in the Task Authorization (based on the firm, all-inclusive per diem rates set out in Annex B, Applicable taxes extra. Partial days will be prorated based on actual hours worked based on a 7.5-hour workday.

Contract No.: 5500001064

iii. Professional Services provided under a Task Authorization with a Ceiling Price: For professional services requested by Canada, in accordance with a validly issued Task Authorization, Canada will pay the Contractor the ceiling price set out in the Task Authorization (based on the firm, all-inclusive per diem rates set out in Annex b, Applicable taxes extra. Partial days will be prorated based on actual hours worked based on a 7.5-hour workday.

Estimated Cost: \$555,840.00

- iv. **Pre-Authorized Travel and Living Expenses**: Canada will not pay any travel or living expenses associated with performing the Work.
- v. Competitive Award: The Contractor acknowledges that the Contract has been awarded as a result of a competitive process. No additional charges will be allowed to compensate for errors, oversights, misconceptions or underestimates made by the Contractor when bidding for the Contract.
- vi. **Professional Services Rates:** In Canada's experience, bidders from time to time propose rates at the time of bidding for one or more Resource Categories that they later refuse to honour, on the basis that these rates do not allow them to recover their own costs and/or make a profit. This denies Canada of the benefit of the awarded contract. If the Contractor does not respond or refuses to provide an individual with the qualifications described in the Contract (or proposes instead to provide someone from an alternate category at a different rate), whether or not Canada terminates the Contract as a whole, Canada may impose sanctions or take other measures in accordance with the PWGSC Vendor Performance Policy (or equivalent) then in effect, which may include an assessment that results in conditions applied against the Contractor to be fulfilled before doing further business with Canada, or full debarment of the Contractor from bidding on future requirements.
- vii. Purpose of Estimates: All estimated costs contained in the Contract are included solely for the administrative purposes of Canada and do not represent a commitment on the part of Canada to purchase services in these amounts. Any commitment to purchase specific amounts or values of services are described elsewhere in the Contract.
- b. Limitation of Expenditure Cumulative Total of all Task Authorizations
 - i. Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, must not exceed the sum set out on page one of the Contract. Customs duties are included and applicable taxes are extra.
 - ii. No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
 - iii. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 - A. when it is 75 percent committed, or
 - B. four (4) months before the contract expiry date, or
 - C. as soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions,

whichever comes first.

iv. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability

Contract No.: 5500001064

c. Methods of Payment

One or more of the following methods of payment will form part of the approved TA:

For a Firm Price TA:

a) Single Payment:

Canada will pay the Contractor upon completion and delivery of the Work in accordance with the payment provisions of the Contract if:

- i. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- ii. all such documents have been verified by Canada;
- iii. the Work delivered has been accepted by Canada.

b) Milestone Payment:

Canada will pay the Contractor on a milestone basis for work performed during the month covered by the invoice in accordance with the payment provisions of the Contract if:

- i. an accurate and complete claim for payment and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- ii. all required certificates have been signed by the respective authorized representatives; all work associated with the milestone and as applicable any deliverable required has been completed and accepted by Canada.

For the Work specified in an approved TA subject to a cost reimbursable to a limitation of expenditure or ceiling price:

c) Single Payment:

Canada will pay the Contractor upon completion and delivery of the Work in accordance with the payment provisions of the Contract if:

- i. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- ii. all such documents have been verified by Canada;
- iii. the Work delivered has been accepted by Canada.

d) Monthly Payment:

Canada will pay the Contractor on a monthly basis for work performed during the month covered by the invoice in accordance with the payment provisions of the Contract if:

- i. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- ii. all such documents have been verified by Canada;
- iii. the Work performed has been accepted by Canada.

d. Time Verification

Time charged and the accuracy of the Contractor's time recording system are subject to verification by Canada, before or after payment is made to the Contractor. If verification is done after payment, the Contract must repay any overpayment, at Canada's request.

e. Payment Credits

i. Failure to Provide Resource:

A. If the Contractor does not provide a required professional services resource that has all the required qualifications within the time prescribed by the Contract, the Contractor must credit to Canada an amount equal to the per diem rate (based on a 7.5-hour workday) of the required resource for each day (or partial day) of delay in providing the resource, up to a maximum of 10 days.

Contract No.: 5500001064

- B. Corrective Measures: If credits are payable under this Article for two (2) consecutive months or for three (3) months in any twelve-month period, the Contractor must submit a written action plan describing measures it will implement or actions it will undertake to eliminate the recurrence of the problem. The Contractor will have five (5) working days to deliver the action plan to the Client and the Contracting Authority and 20 working days to rectify the underlying problem.
- C. Termination for Failure to Meet Minimum Availability Level: In addition to any other rights it has under the Contract, Canada may terminate the Contract for default by giving the Contractor three 3 months' written notice of its intent, if any of the following apply:
 - 1. the total amount of credits for a given monthly billing cycle reach a level of 10% of the total billing for that month; or
 - 2. the corrective measures required of the Contractor described above are not met.

This termination will be effective when the three month notice period expires, unless Canada determines that the Contractor has implemented the corrective measures to Canada's satisfaction during those three months.

- ii. **Credits Apply during Entire Contract Period:** The Parties agree that the credits apply throughout the Contract Period.
- iii. Credits represent Liquidated Damages: The Parties agree that the credits are liquidated damages and represent their best pre-estimate of the loss to Canada in the event of the applicable failure. No credit is intended to be, nor will it be construed as, a penalty.
- iv. **Canada's Right to Obtain Payment:** The Parties agree that these credits are a liquidated debt. To collect the credits, Canada has the right to hold back, draw back, deduct or set off from and against any money Canada owes to the Contractor from time to time.
- v. Canada's Rights & Remedies not Limited: The Parties agree that nothing in this Article limits any other rights or remedies to which Canada is entitled under the Contract (including the right to terminate the Contract for default) or under the law generally.
- vi. Audit Rights: The Contractor's calculation of credits under the Contract is subject to verification by government audit, at the Contracting Authority's discretion, before or after payment is made to the Contractor. The Contractor must cooperate fully with Canada during the conduct of any audit by providing Canada with access to any records and systems that Canada considers necessary to ensure that all credits have been accurately credited to Canada in the Contractor's invoices. If an audit demonstrates that past invoices contained errors in the calculation of the credits, the Contractor must pay to Canada the amount the audit reveals was required to be credited to Canada, plus interest, from the date Canada remitted the excess payment until the date of the refund (the interest rate is the Bank of Canada's discount annual rate of interest in effect on the date the credit was first owed to Canada, plus 1.25% per year). If, as a result of conducting an audit, Canada determines that the Contractor's records or systems for identifying, calculating or recording the credits are inadequate, the Contractor must implement any additional measures required by the Contracting Authority.

f. No Responsibility to Pay for Work not performed due to Closure of Government Offices

- i. Where the Contractor, its employees, subcontractors, or agents are providing services on government premises under the Contract and those premises are inaccessible because of the evacuation or closure of government offices, and as a result no work is performed, Canada is not responsible for paying the Contractor for work that otherwise would have been performed if there had been no evacuation or closure.
- ii. If, as a result of any strike or lock-out, the Contractor or its employees, subcontractors or agents cannot obtain access to government premises and, as a result, no work is performed, Canada is not responsible for paying the Contractor for work that otherwise would have been performed if the Contractor had been able to gain access to the premises.

Contract No.: 5500001064

1.9 INVOICING INSTRUCTIONS

- a. The Contractor must submit invoices in accordance with the information required in the General Conditions.
- b. The Contractor's invoice must include a separate line item for each subparagraph in the Basis of Payment provision, and must show all applicable Task Authorization numbers.
- c. By submitting invoices the Contractor is certifying that the goods and services have been delivered and that all charges are in accordance with the Basis of Payment provision of the Contract, including any charges for work performed by subcontractors.
- d. The Contractor must provide the original of each invoice to the Technical Authority's paying office (CBSA Finance) at the following location on a monthly basis:

All invoices must be submitted using the following method (only one copy of the invoice should be sent to the Agency):

Email: Only legible electronic (PDF, Word, Excel) files will be accepted; all others will be returned.

vendors-fournisseurs@cbsa-asfc.gc.ca

This email address is to be used for submitting invoices and for payment status inquiries.

Direct Deposit:

The Government of Canada will soon be phasing out federal government cheques; we strongly encourage Businesses that supply goods and services to the Government of Canada to enrol in direct deposit for account payable.

Please contact <u>ca-ci@cbsa-asfc.gc.ca</u> to obtain additional information, to confirm direct deposit enrolment process and the steps to be followed.

IMPORTANT NOTE: If a supplier omits any required information pertaining to payment processing from the invoice, the invoice will be returned at the discretion of the CBSA and will not be paid until valid payment referencing is provided.

1.10 CERTIFICATIONS

a. Compliance with the certifications provided by the Contractor in its bid or any TA quotation is a condition of the Contract and subject to verification by Canada during the entire Contract Period. If the Contractor does not comply with any certification or it is determined that any certification made by the Contractor is untrue, whether made knowingly or unknowingly, Canada has the right, under the default provision of the Contract, to terminate the Contract for default.

b. SACC Manual Clauses

i. A3010T (2010-08-16), Education and Experience

The Bidder certifies that all the information provided in the résumés and supporting material submitted with its bid, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Bidder to be true and accurate. Furthermore, the Bidder warrants that every individual proposed by the Bidder for the requirement is capable of performing the Work described in the resulting contract.

Contract No.: 5500001064

1.11 FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY - DEFAULT BY CONTRACTOR

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "FCP Limited Eligibility to Bid" list

(http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_progra m.page?&_ga=1.202131537.154425323.1406223033). The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

1.12 APPLICABLE LAWS

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in the province Ontario.

1.13 PRIORITY OF DOCUMENTS

If there is a discrepancy between the wording of any documents that appear on the following list, the wording of the document that first appears on the list has priority over the wording of any document that appears later on the list:

- a. these Articles of Agreement, including any individual SACC clauses incorporated by reference in these Articles of Agreement;
- b. General Conditions 2035 (2020-05-28);
- c. Annex A, Statement of Work Annex A including its Appendices as follows;
 - i. Appendix A to Annex A Tasking Assessment Procedure;
 - ii. Appendix B to Annex A Task Authorization (TA) Form;
 - iii. Appendix C to Annex A Resource Assessment Criteria and Response Table;
 - iv. Appendix D to Annex A Certifications at the TA stage
- d. Annex B, Basis of Payment;
- e. Annex C. Security Requirements Check List;
- f. the signed Task Authorizations including any required Certifications;
- g. Supply Arrangement Number EN578-170432/258/EI (the "Supply Arrangement");
- h. the Contractor's bid dated November 2, 2020.

1.14 FOREIGN NATIONALS (CANADIAN CONTRACTOR)

The Contractor must comply with Canadian immigration requirements applicable to foreign nationals entering Canada to work temporarily in fulfillment of the Contract. If the Contractor wishes to hire a foreign national to work in Canada to fulfill the Contract, the Contractor should immediately contact the nearest Service Canada regional office to enquire about Citizenship and Immigration Canada's requirements to issue a temporary work permit to a foreign national. The Contractor is responsible for all costs incurred as a result of non-compliance with immigration requirements.

1.15 INSURANCE REQUIREMENTS

A. Compliance with Insurance Requirements

The Contractor must comply with the insurance requirements specified in this Article. The
Contractor must maintain the required insurance coverage for the duration of the Contract.
Compliance with the insurance requirements does not release the Contractor from or reduce its
liability under the Contract.

Contract No.: 5500001064

- 2. The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.
- 3. The Contractor should forward to the Contracting Authority within ten (10) days after the date of award of the Contract a Certificate of Insurance evidencing the insurance coverage. Coverage must be placed with an Insurer licensed to carry out business in Canada and the Certificate of Insurance must confirm that the insurance policy complying with the requirements is in force. If the Certificate of Insurance has not been completed and submitted as requested, the Contracting Authority will so inform the Contractor and provide the Contractor with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within the time period will constitute a default under the General Conditions. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

B. Commercial General Liability Insurance

- 1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
- 2. The Commercial General Liability policy must include the following:
 - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
 - b. Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
 - c. Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
 - d. Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
 - e. Cross Liability/Separation of Insured: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - f. Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - g. Employees and, if applicable, Volunteers must be included as Additional Insured.
 - h. Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
 - i. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
 - j. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
 - k. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.

Contract No.: 5500001064

- l. Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.
- m. Advertising Injury: While not limited to, the endorsement must include coverage for piracy or misappropriation of ideas, or infringement of copyright, trademark, title or slogan.

C. Errors and Omissions Liability Insurance

- 1. The Contractor must obtain Errors and Omissions Liability (a.k.a. Professional Liability) insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature but for not less than \$1,000,000 per loss and in the annual aggregate, inclusive of defence costs.
- 2. If the Professional Liability insurance is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- 3. The following endorsement must be included:
 - Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.

1.16 LIMITATION OF LIABILITY - INFORMATION MANAGEMENT/INFORMATION TECHNOLOGY

a. This section applies despite any other provision of the Contract and replaces the section of the general conditions entitled "Liability". Any reference in this section to damages caused by the Contractor also includes damages caused by its employees, as well as its subcontractors, agents, and representatives, and any of their employees. This section applies regardless of whether the claim is based in contract, tort, or another cause of action. The Contractor is not liable to Canada with respect to the performance of or failure to perform the Contract, except as described in this section and in any section of the Contract pre-establishing any liquidated damages. The Contractor is only liable for indirect, special or consequential damages to the extent described in this Article, even if it has been made aware of the potential for those damages.

b. First Party Liability:

- The Contractor is fully liable for all damages to Canada, including indirect, special or consequential damages, caused by the Contractor's performance or failure to perform the Contract that relate to:
 - A. any infringement of intellectual property rights to the extent the Contractor breaches the section of the general conditions entitled "Intellectual Property Infringement and Royalties":
 - B. physical injury, including death.
- ii. The Contractor is liable for all direct damages affecting real or tangible personal property owned, possessed, or occupied by Canada.
- iii. Each of the Parties is liable for all direct damages resulting from its breach of confidentiality under the Contract. Each of the Parties is also liable for all indirect, special or consequential damages in respect of its unauthorized disclosure of the other Party's trade secrets (or trade secrets of a third party provided by one Party to another under the Contract) relating to information technology.
- iv. The Contractor is liable for all direct damages relating to any encumbrance or claim relating to any portion of the Work for which Canada has made any payment. This does not apply to encumbrances or claims relating to intellectual property rights, which are addressed under (i.A) above.
- v. The Contractor is also liable for any other direct damages to Canada caused by the Contractor in any way relating to the Contract, including:

Contract No.: 5500001064

- A. any breach of the warranty obligations under the Contract, up to the total amount paid by Canada (including any applicable taxes) for the goods and services affected by the breach of warranty; and
- B. any other direct damages, including all identifiable direct costs to Canada associated with re-procuring the Work from another party if the Contract is terminated either in whole or in part for default, up to an aggregate maximum for this subparagraph (B) of the greater of [.75] times the total estimated cost (meaning the dollar amount shown on the first page of the Contract in the cell titled "Total Estimated Cost" or shown on each call-up, purchase order or other document used to order goods or services under this instrument), or \$1,000,000.000.

In any case, the total liability of the Contractor under paragraph (v) will not exceed the total estimated cost (as defined above) for the Contract or \$1,000,000.00, whichever is more.

vi. If Canada's records or data are harmed as a result of the Contractor's negligence or willful act, the Contractor's only liability is, at the Contractor's own expense, to restore Canada's records and data using the most recent backup kept by Canada. Canada is responsible for maintaining an adequate backup of its records and data.

c. Third Party Claims:

- i. Regardless of whether a third party makes its claim against Can ada or the Contractor, each Party agrees that it is liable for any damages that it causes to any third party in connection with the Contract as set out in a settlement agreement or as finally determined by a court of competent jurisdiction, where the court determines that the Parties are jointly and severally liable or that one Party is solely and directly liable to the third party. The amount of the liability will be the amount set out in the settlement agreement or determined by the court to have been the Party's portion of the damages to the third party. No settlement agreement is binding on a Party unless its authorized representative has approved the agreement in writing.
- ii. If Canada is required, as a result of joint and several liability, to pay a third party in respect of damages caused by the Contractor, the Contractor must reimburse Canada by the amount finally determined by a court of competent jurisdiction to be the Contractor's portion of the damages to the third party. However, despite paragraph (i), with respect to special, indirect, and consequential damages of third parties covered by this Section, the Contractor is only liable for reimbursing Canada for the Contractor's portion of those damages that Canada is required by a court to pay to a third party as a result of joint and several liability that relate to the infringement of a third party's intellectual property rights; physical injury of a third party, including death; damages affecting a third party's real or tangible personal property; liens or encumbrances on any portion of the Work; or breach of confidentiality.
- iii. The Parties are only liable to one another for damages to third parties to the extent described in this paragraph c.

1.17 PROFESSIONAL SERVICES - GENERAL

- a. The Contractor must provide professional services on request as specified in this contract. All resources provided by the Contractor must meet the qualifications described in the Contract (including those relating to previous experience, professional designation, education, and language proficiency and security clearance) and must be competent to provide the required services by any delivery dates described in the Contract.
- b. If the Contractor fails to deliver any deliverable (excluding delivery of a specific individual) or complete any task described in the Contract on time, in addition to any other rights or remedies available to Canada under the Contract or the law, Canada may notify the Contractor of the deficiency, in which case the Contractor must submit a written plan to the Technical Authority within ten working days detailing the actions that the Contractor will undertake to remedy the deficiency. The Contractor must prepare and implement the plan at its own expense.

Contract No.: 5500001064

c. In General Conditions 2035, the Section titled "Replacement of Specific Individuals" is deleted and the following applies instead:

Replacement of Specific Individuals

- 1. If the Contractor is unable to provide the services of any specific individual identified in the Contract to perform the services, the Contractor must within five working days of the individual's departure or failure to commence Work (or, if Canada has requested the replacement, within ten working days of Canada's notice of the requirement for a replacement) provide to the Contracting Authority:
 - a. the name, qualifications and experience of a proposed replacement immediately available for Work; and
 - b. security information on the proposed replacement as specified by Canada, if applicable. The replacement must have qualifications and experience that meet or exceed those obtained for the original resource.
- 2. Subject to an Excusable Delay, where Canada becomes aware that a specific individual identified under the Contract to provide services has not been provided or is not performing, the Contracting Authority may elect to:
 - a. exercise Canada's rights or remedies under the Contract or at law, including terminating the Contract for default under Section titled "Default of the Contractor", or
 - b. assess the information provided under (c) (1) above or, if it has not yet been provided, require the Contractor propose a replacement to be rated by the Technical Authority. The replacement must have qualifications and experience that meet or exceed those obtained for the original resource and be acceptable to Canada. Upon assessment of the replacement, Canada may accept the replacement, exercise the rights in (2) (a) above, or require another replacement in accordance with this sub article (c).
- Where an Excusable Delay applies, Canada may require (c) (2) (b) above instead of terminating under the "Excusable Delay" Section. An Excusable Delay does not include resource unavailability due to allocation of the resource to another Contract or project (including those for the Crown) being performed by the Contractor or any of its affiliates.
- 3. The Contractor must not, in any event, allow performance of the Work by unauthorized replacement persons. The Contracting Authority may order that a resource stop performing the Work. In such a case, the Contractor must immediately comply with the order. The fact that the Contracting Authority does not order that a resource stop performing the Work does not relieve the Contractor from its responsibility to meet the requirements of the Contract.
- 4. The obligations in this article apply despite any changes that Canada may have made to the Client's operating environment.

1.18 SAFEGUARDING ELECTRONIC MEDIA

- a. Before using them on Canada's equipment or sending them to Canada, the Contractor must use a regularly updated product to scan electronically all electronic media used to perform the Work for computer viruses and other coding intended to cause malfunctions. The Contractor must notify Canada if any electronic media used for the Work are found to contain computer viruses or other coding intended to cause malfunctions.
- b. If magnetically recorded information or documentation is damaged or lost while in the Contractor's care or at any time before it is delivered to Canada in accordance with the Contract, including accidental erasure, the Contractor must immediately replace it at its own expense.

1.19 REPORTING REQUIREMENTS

The Contractor must provide reports identified in the Task Authorization and Statement of Work, if any.

Contract No.: 5500001064

1.20 REPRESENTATIONS AND WARRANTIES

The Contractor made statements regarding its own and its proposed resources experience and expertise in its bid that resulted in the award of the Contract and issuance of TA's. The Contractor represents and warrants that all those statements are true and acknowledges that Canada relied on those statements in awarding the Contract and adding work to it through TA's. The Contractor also represents and warrants that it has, and all its resources and subcontractors that perform the Work have, and at all times during the Contract Period they will have, the skills, qualifications, expertise and experience necessary to perform and manage the Work in accordance with the Contract, and that the Contractor (and any resources or subcontractors it uses) has previously performed similar services for other customers.

1.21 ACCESS TO CANADA'S PROPERTY AND FACILITIES

Canada's property, facilities, equipment, documentation, and personnel are not automatically available to the Contractor. If the Contractor would like access to any of these, it is responsible for making a request to the Technical Authority. Unless expressly stated in the Contract, Canada has no obligation to provide any of these to the Contractor. If Canada chooses, in its discretion, to make its property, facilities, equipment, documentation or personnel available to the Contractor to perform the Work, Canada may require an adjustment to the Basis of Payment and additional security requirements may apply.

1.22 GOVERNMENT PROPERTY

Canada agrees to supply the Contractor with the items listed below (the "Government Property"). The section of the General Conditions entitled "Government Property" also applies to the use of the Government Property by the Contractor.

1.23 TRANSITION SERVICES AT END OF CONTRACT PERIOD

The Contractor agrees to execute the transition tasks identified in the Statement of Work, in the period leading up to the end of the Contract Period, and it will make all reasonable efforts to assist Canada in the transition from the Contract to a new contract with another supplier.

1.24 IDENTIFICATION PROTOCOL RESPONSIBILITIES

The Contractor will be responsible for ensuring that each of its agents, representatives or subcontractors (hereinafter referred to as Contractor Representatives) complies with the following self-identification requirements:

- a. Contractor Representatives who attend a Government of Canada meeting (whether internal or external to Canada's offices) must identify themselves as a Contractor Representative prior to the commencement of the meeting, to ensure that each meeting participant is aware of the fact that the individual is not an employee of the Government of Canada:
- b. During the performance of any Work at a Government of Canada site, each Contractor Representative must be clearly identified at all times as being a Contractor Representative; and
- c. If a Contractor Representative requires the use of the Government of Canada's e-mail system in the performance of the Work, then the individual must clearly identify him or herself as an agent or subcontractor of the Contractor in all electronic mail in the signature block as well as under "Properties." This identification protocol must also be used in all other correspondence, communication, and documentation.
- d. If Canada determines that the Contractor is in breach of any obligation stated in this Article, upon written notice from Canada the Contractor must submit a written action plan describing corrective measures it will implement to eliminate the recurrence of the problem. The Contractor will have five working days to deliver the action plan to the Client and the Contracting Authority, and twenty working days to rectify the underlying problem.
- e. In addition to any other rights it has under the Contract, Canada may terminate the Contract for default if the corrective measures required of the Contractor described above are not met.

Contract No.: 5500001064

ANNEX A STATEMENT OF WORK

TITLE

Software Tester, Level 3

BACKGROUND

Information Science and Technology Branch (ISTB) of Canada Border Services Agency (CBSA) mandate is to enable effective and efficient border management through the design, development, implementation, delivery and operation of innovative solutions, science and technology for the major issues facing border management today and in the future.

The Production Assurance testing teams are responsible for validating that the Canada Border Services Agency (CBSA) Corporate, Commercial and Traveller Processing systems meet the business, system and usability requirements.

OBJECTIVE

The CBSA requires up to (4) Software Testers to provide software testing services for various CBSA large scale, complex and integrated Corporate, Common, Travellers and Commercial Processing systems.

SCOPE

The Contractor will be responsible for analyzing business and system requirements, conducting test planning, writing and executing manual test cases, creating test data, developing, executing and maintaining automated test scripts for various software systems.

The Contractor must have experience in developing test packages including test strategies, test plans, test cases, test cycles, automated test scripts and test analysis and reporting. Experience and knowledge of testing procedures, environments and strategies as well as problem reporting, release and change management processes is expected.

The consultant must have experience in testing Web based applications given that the development and testing environments are based on Java Web Technologies, and other Web technologies/frameworks such as HyperText Markup Language (HTML), Extensible HyperText Markup Language (XHTML), Extensible Markup Language (XML) and Java Server Faces (JSF) and/or JSP.

TASKS

On an as and when requested basis, through the issuance of Task Authorizations (TAs), the proposed resource will provide the following. Each Task Authorization will specify the tasks and completion schedule. Responsibilities include, but are not limited to:

- Develop and execute test strategies, test processes, test procedures, test plan, test scenarios, test
 cases, test cycles, automated test scripts and test analysis in support of application development
 and maintenance;
- Conduct testing in accordance with the test and release management plan;
- Create test data in accordance with the test strategy/test plan;
- Provide Status Reports;
- Document and report testing activities using established tools and practices;
- Log defects and track to closure, working with development teams to establish defect validity, cause and retesting as required;
- Handle testing issues in a timely fashion;
- Participate and contribute to team and release meetings, and walkthroughs session;
- Provide testing impacts (estimates) for new release content derived from defects, and /or technical/infrastructure modifications:
- Work with cross-functional teams to ensure quality throughout the software development lifecycle;
- Provide support of testing activities in an integrated system environment;



Contract No.: 5500001064

- Apply knowledge of automated test case tools such as HP Quality Center or UFT;
- Develop, execute and maintain manual/automated test scripts using HP ALM/UFT; and
- Mentor CBSA staff.

DELIVERABLES

On an as and when requested basis, through the issuance of Task Authorizations (TAs), the proposed resource will provide the deliverables as specified in the deliverables and completion schedule on the TA. Deliverables will include but not limited to:

Deliverables	Schedule
Test strategies, test plans, test cases, test scenarios and test data for client-server, web, web services and COBOL based application changes using MS-Office suite of tools and HP Application Lifecycle Management (ALM). The contractor needs to write a test strategy/test plan for each release. The strategy will include the test cases/scenarios, test data/parameters, automated scripts and level of effort/duration necessary to test the system(s).	As per each Release or Maintenance release schedule, provided by the Technical Authority.
Designing, coding, debugging and executing automated test scripts using HP UFT and/orSoapUI. These scripts must be well documented, in order for other testers to be able to execute the scripts successfully.	As per each Release or Maintenance release schedule, provided by the Technical Authority.
Designing, coding, debugging and executing automated test scripts for automated test data generation.	As per each Release or Maintenance release schedule, provided by the Technical Authority.
Test analysis and results reports.	As per each Release or Maintenance release schedule, provided by the Technical Authority.
Testing Impacts (estimates) for testing of new systems, Changes Requests, Defects and infrastructure/ platform modifications.	As per each Release or Maintenance release schedule, provided by the Technical Authority.
Input to CBSA testing standards and best practices documentation.	As needed.
Presentations and procedural documents for peers and management using the MS-Office suite of tools. The contractor must be able to produce presentations on their testing strategies and testing results. They must also produce procedural documents on the steps needed to run their automated and/or manual scripts.	As needed.
Weekly status report using the MS-Office suite of tools. The contractor must produce a weekly status report detailing their deliverables for the week. In this report the contractor must document all deliverables completed and what needs to be completed in order to finish their tests, including timeframes.	Weekly

All deliverables must be provided in conformance with CBSA's standard desktop operating software which is Microsoft Office Suite (including Word, Excel, Visio and PowerPoint) in English.

Contract No.: 5500001064

All deliverables must be initially provided in draft to the Technical Authority for review. Should there be problems or issues with the deliverables being presented, the Technical Authority will notify the resource of the items that must be modified within five (5) business days of receipt of the draft deliverable. Once all items have been resolved and acceptable to the Technical Authority, a finalized version of the deliverables will be provided to the Technical Authority within five (5) business days from acceptance.

REPORTING REQUIREMENTS

If a TA has been authorized, the resource must provide a weekly status report in MS Word electronically to the Technical Authority outlining what work was undertaken during the reporting period, what work is still outstanding, and any issues or concerns that the resource wants to identify to the attention of the Technical Authority. The status reports must also be supported by a monthly detailed time sheet mapped to deliverables, using standard template.

COMMUNICATION

It is the responsibility of the Contractor to facilitate and maintain regular communication with the CBSA Technical Authority. Status updates, verbal or written, may be requested by the Technical Authority over the course of the contract. Communication is defined as all reasonable effort to inform all parties of plans, decisions, proposed approaches, implementation, and results of work, to ensure that the project is progressing well and in accordance with expectations. Communication may include: phone calls; electronic mail; faxes; and meetings. In addition, the Contractor is to immediately notify the Technical Authority of any issues, problems or areas of concern in relation to any work completed under the contract, as they arise.

METHOD AND SOURCE OF ACCEPTANCE

All services rendered under the Contract/TA are subject to inspection by the Technical Authority.

All deliverables shall respect the following principles:

Logical structure - flow in a logical format that permits the reader to entirely understand the objectives of the initiative, and that it appropriately describes how recommendations and conclusions were determined;

Business oriented - concerned with the business capabilities and impact, rather than having a technical focus; and

Comprehensive - includes all significant factors to a complete evaluation of the context, constraints, risks and expectations of the work.

CONSTRAINTS

The Contractor is not permitted to disclose CBSA provided information learned through this contract to external sources unless authorized by the designated CBSA Technical Authority.

The CBSA's working hours are between 07:00 to 18:00 Monday through Friday, except for Statutory Holidays where Government Offices are closed. These hours are not representative of the duration of a Contractor's work day. All proposed personnel must be available to work outside normal office hours during the duration of the Contract. The Technical Authority will advise the Contractor as soon as possible of any required work outside standard working hours.

LANGUAGE

The proposed Resource will be required to perform the work in English. Every individual proposed in its bid will be fluent in English. The individual proposed must be able to communicate orally and in writing in English without any assistance and with minimal errors.

TECHNICAL ENVIRONMENT

The Contractor will provide the Services in conformance with CBSA's standard desktop operating software, currently, Microsoft Office Suite (including Word, Excel, and PowerPoint).



Contract No.: 5500001064

All Deliverables provided by the Contractor will become integrated within CBSA's technical and operational environment as specified by CBSA.

The technical environment at CBSA is comprised of several technologies including but not limited to:

- JAVA on IBM z/OS, SUN Solaris Server, or Microsoft Server
- COBOL on IBM z/OS Mainframe
- IBM WebSphere Application Server on z/OS (version 6 or more)
- IBM WebSphere MQ on z/OS (version 6 or more)
- HTTPS (SSL)
- Web Services
- JavaScript
- XML
- Microsoft PowerPoint, Visio, Word, Excel, Internet Explorer, Windows 2000 and XP
- MS SOL
- HP Quick Test Professional
- HP Quality Center
- HP Performance Center
- HTML
- IBM DB2
- J2EE
- Java

CLIENT SUPPORT

The Contractor will be provided with CBSA user IDs, passwords, workstation or laptop, and other materials as required in order to process, store, and/or transmit CBSA data on CBSA networks during the contract.

The use of the Contractor's IT systems are not permitted.

LOCATION OF WORK

The work is expected to be performed off site in accordance to the current COVID-19 directives on workplace occupancy. This may change at the discretion of CBSA and the return-to-workplace strategy plan.

There is no travel requirement outside the NCR.

Contract No.: 5500001064

APPENDIX A TO ANNEX A

TASKING ASSESSMENT PROCEDURE

- 1. Where a requirement for a specific task is identified, a draft Task Authorization Form (TA Form) as attached at Appendix B to Annex A will be provided to the Contractor in accordance with the allocation methodology stated in the Contract Article titled "Allocation of Task Authorizations". Once a draft TA Form is received, the Contractor must submit to the Technical Authority a quotation of rates to supply the requested Resource Categories based on the information identified in the TA Form. The quotation must be signed and submitted to Canada within the time for response identified in the TA Form. The Contractor will be given a minimum of 48 hours turnaround time to submit a quotation.
- 2. For each proposed resource the Contractor must supply a résumé, the requested security clearance information and must complete the Response Tables at Appendix C of Annex A applicable to the Resource Categories identified in the draft TA. The same individual must not be proposed for more than one Resource Category. The résumés must demonstrate that each proposed individual meets the qualification requirements described (including any educational requirements, work experience requirements, and professional designation or membership requirements). With respect to the proposed resources:
 - (i) Proposed resources may be employees of the Contractor or employees of a subcontractor, or these individuals may be independent contractors to whom the Contractor would subcontract a portion of the Work. (Refer to Appendix D to Annex A, Certifications).
 - (ii) For educational requirements for a particular degree, designation or certificate, Canada will only consider educational programmes that were successfully completed by the resource before the date the draft TA was first issued to the Contractor.
 - (iii) For requirements relating to professional designation or membership, the resource must have the required designation or membership by the time of draft TA issuance and must continue, where applicable, to be a member in good standing of the profession or membership throughout the assessment period and Contract Period. Where the designation or membership must be demonstrated through a certification, diploma or degree, such document must be current, valid and issued by the entity specified in this Contract or if the entity is not specified, the issuer must have been an accredited or otherwise recognized body, institution or entity at the time the document was issued.
 - (iv) For work experience, Canada will not consider experience gained as part of an educational programme, except for experience gained through a formal co-operative programme at a post-secondary institution.
 - (v) For any requirements that specify a particular time period (e.g., 2 years) of work experience, Canada will disregard any information about experience if the résumé does not include the relevant dates (month and year) for the experience claimed (i.e., the start date and end date). Canada will evaluate only the duration that the resource actually worked on a project or projects (from his or her start date to end date), instead of the overall start and end date of a project or a combination of projects in which a resource has participated.
 - (vi) A résumé must not simply indicate the title of the individual's position, but must demonstrate that the resource has the required work experience by explaining the responsibilities and work performed by the individual while in that position. Only listing experience without providing any supporting data to describe responsibilities, duties and relevance to the requirement, or reusing the same wording as the TA Form, will not be considered "demonstrated" for the purposes of the assessment. The Contractor should provide complete details as to where, when, month and year, and how, through which activities/responsibilities, the stated qualifications / experience were obtained. In situations in which a proposed resource worked at the same time on more than one project, the duration of any overlapping time period will be counted only once toward any requirements that relate to the individual's length of experience.

Contract No.: 5500001064

- 3. The qualifications and experience of the proposed resources will be assessed against the requirements set out in Appendix C to Annex A to determine each proposed resource's compliance with the mandatory and rated criteria. Canada may request proof of successful completion of formal training, as well as reference information. Canada may conduct reference checks to verify the accuracy of the information provided. If reference checks are done, they will be conducted in writing by e-mail (unless the contact at the reference is only available by telephone). Canada will not assess any points or consider a mandatory criterion met unless the response is received within 5 working days. On the third working day after sending out the e-mails, if Canada has not received a response. Canada will notify the Contractor by e-mail, to allow the Contractor to contact its reference directly to ensure that it responds to Canada within 5 working days. Wherever information provided by a reference differs from the information supplied by the Contractor, the information supplied by the reference will be the information assessed. Points will not be allocated or a mandatory criteria considered as met if the reference customer is not a customer of the Contractor itself (for example, the customer cannot be the customer of an affiliate of the Contractor). Nor will points be allocated or a mandatory criteria considered as met if the customer is itself an affiliate or other entity that does not deal at arm's length with the Contractor. Crown references will be accepted.
- 4. During the assessment of the resources proposed, should the references for two or more resources required under that TA either be unavailable or fail to substantiate the required qualifications of the proposed resources to perform the required services, the Contracting Authority may find the quotation to be non-responsive.
- 5. Only quotations that meet all of the mandatory criteria will be considered for assessment of the point rated criteria. Each resource proposed must attain the required minimum score for the point rated criteria for the applicable Resource Category. If the minimum score for any proposed resource is less than what is required, the Contractor's quotation will be found to be non-responsive.
- Once the quotation has been accepted by the Technical Authority, the TA Form will be signed by Canada and provided to the Contractor for signature. The TA Form must be appropriately signed by Canada prior to commencement of any work. The Contractor must not commence work until a validly issued TA Form (the Task Authorization) has been received, and any work performed in its absence is done at the Contractor's own risk.

Contract No.: 5500001064

APPENDIX B TO ANNEX A TASK AUTHORIZATION FORM

	TASK AUTHO	ORIZATION (TA	•	
Contractor:			tract Number:	
Task Number:		Date		
Amendment Number:		Date leguest	?;	
a	ran For completion b		hority)	
1. Description of service(s) to b				
[Insert details and ensure the descr	intion is within sco	ne and deliver:	ables of original contra	act1
	· , · · · · · · · · · · · · · · · · · ·	,,,, a a, a	about or or spinar corner	*** *. J
2. PERIOD OF SERVICES	From:		To:	
3. Service Location	[Indicate where	the work will b	pe performed within th	ne NCR]
4. Travel Requirements	[]Yes []No			
5. Other Conditions /Restraints	[]Yes []No	Specify:		
6. Basis of Payment	Limitation of Ex	penditure[]	Ceiling Price []	Firm Price []
7. METHOD OF PAYMENT:	<u> </u>			
[] Single	[]	Nonthly	[]^	Ailestones
8. LEVEL OF SECURITY CLEARAN	NCE REQUIRED FO	R THE CONTR	ACTOR'S PERSONNEI	-
[] Reliability				
9. LANGUAGE OF WORK				
Language of service(s) to be delivered/provided	[] English			
10. Estimated Cost Contract <	[For completion			
io. Estimated Cost Contract			· [
Resource Category & Name of Proposed Resource	PWGSC Security File Number	Firm Per Diem Rate	Estimated level of days of efforts	Total
				\$
				\$
	•			\$
			Sub-Total Price:	
			Tax (GST or HST):	
		Total l	Price Including Tax:	
	TAA	pproval		
11. Signing Authorities				



Contract No.: 5500001064

Name and Title of Individual Authorized to Sign on Behalf of Contractor [type or print]	Signature	Date
Name and Title of TBS Project Authority [type or print]	Signature	Date
Name and Title of Individual Authorized to Sign on Behalf of the Treasury Board of Canada Secretariat (TBS) [type or print]	Signature	Date

12. Basis of Payment & Invoicing

Payment to be made based on receipt of a detailed invoice for services rendered, subject to acceptance by the Technical/Project Authority.

Electronic submission of original invoices must be sent to the Technical/Project Authority identified in the Contract.

All invoices must be as per contract terms and conditions.

Contract No.: 5500001064

APPENDIX C TO ANNEX A RESOURCES ASSESSMENT CRITERIA AND RESPONSE TABLE

To facilitate resource assessment, Contractors must prepare and submit a response to a draft Task Authorization using the tables provided in this Annex. When completing the resource grids, the specific information which demonstrates the requested criteria and reference to the page number of the résumé should be incorporated so that Canada can verify this information. The tables should not contain all the project information from the resume. Only the specific answer should be provided.

Note: the evaluation criteria identified in this section will be the same as the solicitation but the experience required will be "from TA request date" instead of "from bid closing date", when applicable.

1.0 Mandatory Resource Assessment Criteria:

NAME (OF RESOURCE:		
#	Mandatory Technical (MT) Criteria	Bidder's R	esponse
		Demonstrated experience (Bidders to insert data)	Insert page # of resume
	The Bidder must provide two (2) Project References for work performed by the Proposed Resource that is relevant to the Category. These references must be from two different projects and each should include the following information:		
MT1	ProjectA: Client Name: Client Contact Name: Title of the Contractor: Duration (mm-yyyy to mm-yyyy): Phone Number and/or Email:		
	ProjectB: Client Name: Client Contact Name: Title of the Contractor: Duration (mm-yyyy to mm-yyyy): Phone Number and/or Email:		
MT2	The Bidder must clearly *demonstrate that the Proposed Resource has a minimum of 120 months within the last 180 months, hands on experience testing at least two (2) different **COMPLEX IM/IT APPLICATIONS. For		

Contract No.: 5500001064

NAME OF RESOURCE:

#	Mandatory Technical (MT) Criteria	Bidder's Re	esponse
		Demonstrated experience (Bidders to insert data)	Insert page # of resume
	each projects, the Proposed Resource must have performed all of the following testing activities:		
	 analysis of requirements and estimation of testing level of effort; and developing and maintaining test plans; and developing, maintaining and executing test; and defining and creating test data manually or using data-seeding 		
	tools; and • reporting of test results.		
	*demonstrate: the candidate must clearly demonstrate in the resume how she/he meets the criteria. Stating only that he/she meets will not be sufficient to meet the criteria.		
	**A COMPLEX IM/IT APPLICATION* refers to an application with four (4) or more of the following characteristics:		
	 a multi-platform set of technologies requiring integration; a multi-tier diverse set of technologies requiring integration; a nationally-distributed user base; supports mission-critical functional requirements and two (2) or more demanding non-functional requirements such as high availability, recoverability, critical response times, scalability, challenging security, etc.; 		
	a large number of business transactions with sub-second response times requiring high availability and reliability.		
Т3	The Bidder must *demonstrate that the Proposed Resource has a minimum of 60 months hands-on experience within the last 120 months developing and maintaining automated test scripts and test data beyond "record and play back", using a recognized testing tool such as HP Quick Test Professional, UFT or equivalent.		

Contract No.: 5500001064

NAME O	F RESOURCE:		
#	Mandatory Technical (MT) Criteria	Bidder's R	esponse
		Demonstrated experience (Bidders to insert data)	Insert page # of resume
MT4	The Bidder must *demonstrate that the Proposed Resource has a minimum of 60 months experience in testing Java based and JEE applications running on the WebSphere Application Servers.		

2.0 Point Rated Resource Assessment Criteria:

NAME	OF RESOURCE:			
#	Rated Technical Criteria	Scoring Methodology	Points Max	Cross Reference to proposal (Page #)
	Further to MT2, the Bidder should clearly *demonstrate that the Proposed Resource has additional hands on experience testing at least two (2) different **COMPLEX IM/IT APPLICATIONS. For each projects, the Proposed Resource must have performed all of the following testing activities: • analysis of requirements and			
RT1	estimation of testing level of effort; and • developing and maintaining test plans; and • developing, maintaining and executing test; and • defining and creating test data manually or using data-seeding tools; and • reporting of test results.	120 months or less = 0 points 121 months to 132 months = 5 points 133 months to 144 months = 10 points 145 months to 156 months = 15 points 157 months to 168 months = 20 points 169+ months = 25 points	25	
	*demonstrate: the candidate must clearly demonstrate in the resume how she/he meets the criteria. Stating only that he/she meets will not be sufficient to meet the criteria.			

Contract No.: 5500001064

NAME OF RESOURCE:

#	Rated Technical Criteria	Scoring Methodology	Points Max	Cross Reference to proposal (Page #)
	**A COMPLEX IM/IT APPLICATION* refers to an application with four (4) or more of the following characteristics:			
	 a multi-platform set of technologies requiring integration; a multi-tier diverse set of technologies requiring integration; a nationally-distributed user base; supports mission-critical functional requirements and two (2) or more demanding non-functional requirements such as high availability, recoverability, critical response times, scalability, challenging security, etc.; a large number of business transactions with sub-second response times requiring high availability and reliability. 			
RT2	Further to MT3, the Bidder should clearly *demonstrate that the Proposed Resource has a minimum of 60 months hands-on experience within the last 120 months developing and maintaining automated test scripts and test data beyond "record and play back", using a recognized testing tool such as HP Quick Test Professional, UFT or equivalent.	60 months or less = 0 61 months to 72 months = 5 points 73 months to 84 months = 10 points 85 months to 96 months = 15 points 97 months to 108 months = 20 points 109 months = 25 points	25	
RT3	Further to MT4, the Bidder should clearly *demonstrate that the Proposed Resource has a minimum of 60 months experience in testing Java based and JEE applications running on the WebSphere Application Servers.	60 months or less = 0 61 months to 72 months = 5 points 73 months to 84 months = 10 points 85 months = 15 points	15	

Contract No.: 5500001064

NAME OF RESOURCE:

#	Rated Technical Criteria	Scoring Methodology	Points Max	Cross Reference to proposal (Page #)
RT4	The bidder should *demonstrate that the Proposed Resource has experience creating and executing test scripts using at least one or more of the following protocols: HTTP, and/or SOAP and/or XML.	HTTP = 10 points SoapUI = 10 Points XML = 10 points	30	
RT5	The bidder should *demonstrate that the Proposed Resource has experience testing mobile applications.	12 months or less = 5 point 13 months to 24 months = 10 points 25 months = 15 points	15	
RT6	The bidder should *demonstrate that the Proposed Resource has experience testing systems integrated with IBM products such as Z/OS mainframe, MQ, Websphere.	60 months or less = 0 61 months to 72 months = 5 points 73 months to 84 months = 10 points 85 months = 15 points	15	
RT7	The bidder should *demonstrate that the Proposed Resource has experience identifying and documenting software defects using a commercial software defect logging and tracking systems such as JIRA or equivalent.	12 months or less = 5 point 13 months to 24 months = 10 points 25 months = 15 points	15	
RT8	The bidder should *demonstrate that the Proposed Resource has experience coaching, mentoring and providing knowledge transfer.	60 months or less = 5 61 months to 72 months = 10 points 73 months = 15 points	15	
RT9	The bidder should *demonstrate that the Proposed Resource has Software Testing Certification such as ISQTB, from a recognized qualification certification organisation. Bidders must provide a readable copy of the degree in English or French with its bid.	No = 0 points Yes = 5 points	5	
RT10	The bidder should *demonstrate that the Proposed Resource has a College diploma/University Degree from a recognized	No = 0 points Yes = 5 points	5	



Contract No.: 5500001064

NAME	OF RESOURCE:			
#	Rated Technical Criteria	Scoring Methodology	Points Max	Cross Reference to proposal (Page #)
	Canadian college/university in Computer Science or Computer programming. Bidders must provide a readable copy of the degree in English or French with its bid.			
Total Available points:				
Minimum Total Overall Points Required to be declared responsive:			120	
Total achieved:				

Contract No.: 5500001064

APPENDIX D TO ANNEX A CERTIFICATIONS AT THE TA STAGE

By submitting a Proposed Resource in response to a Task Authorization (TA), the Contractor certifies the following:

1. CERTIFICATION OF EDUCATION AND EXPERIENCE

The Contractor certifies that all the information provided in the résumés and supporting material proposed for completing the subject work, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Contractor to be true and accurate. Furthermore, the Contractor warrants that every individual proposed by the Contractor for the requirement is capable of performing the Work described in the Task Authorization.

2. CERTIFICATION OF AVAILABILITY OF PERSONNEL

The Contractor certifies that, should it be authorized to provide services under this Task Authorization, the persons proposed in the quotation will be available to commence performance of the work within a reasonable time from the date of issuance of the valid Task Authorization, or within the time specified in the TA Form, and will remain available to perform the work in relation to the fulfillment of the requirement.

3. CERTIFICATION OF STATUS OF PERSONNEL

If the Contractor has proposed any individual who is not an employee of the Contractor, the Contractor certifies that it has permission from that individual to propose his/her services in relation to the Work to be performed under this TA and to submit his/her résumé to Canada. At any time during the Contract Period the Contractor must, upon request from the Contracting Authority, provide the written confirmation, signed by the individual, of the permission that was given to the Contractor of his/her availability. Failure to comply with the request may result in a default under the Contract in accordance with the General Conditions.

4. CERTIFICATION OF LANGUAGE

The Contractor certifies that the proposed resource(s) in response to this draft Task Authorization is/are fluent in English. The individual(s) proposed must be able to communicate orally and in writing in English without any assistance and with minimal errors.

Contract No.: 5500001064

ANNEX B BASIS OF PAYMENT

A. CONTRACT PERIOD

During the period of the contract, the Contractor will be paid as specified below for work performed in accordance with the contract.

1.0 LABOR

The Contractor will be paid as specified below for work performed in accordance with the Contract.

Category of personnel and level	Firm all-inc lusive per diem rate
Initial Period (Contract Award - December 22, 2021)	(GST/HST extra)
A.11 Tester Level 3	

While the estimated number of resources is four (4), this may fluctuate up or down depending on operational requirements, the number of engagements running concurrently and the complexity of the engagements.

1.1 OPTION TO EXTEND THE TERM OF THE CONTRACT

Subject to the exercise of the Contract option, the Contractor will be paid the following rates for work performed pursuant to this Contract, in accordance with Annex A, during the extended period of the Contract. Applicable taxes are extra.

Option Period 1 (December 23, 2021 - December 22, 2022) (GST/HST extra)	Category of personnel and level	Firm all-inclusive per diem rate
	Option Period 1 (December 23, 2021 - December 22, 2022)	(GST/HST extra)

1.2 Definition of a Day/Proration:

A day is defined as 7.5 hours exclusive of meal breaks. Payment will be for days actually worked with no provision for annual leave, statutory holidays and sick leave. Time worked which is more or less than a day will be prorated to reflect actual time worked in accordance with the following formula:

Hours worked X applicable firm per diemrate 7.5 hours

- (i) All proposed personnel must be available to work outside normal office hours during the duration of the Contract.
- (ii) No overtime charges will be authorized under the Contract. All time worked will be compensated according to terms of payment.

1.3 GST/HST

- a) All prices and amounts of money in the contract are exclusive of Goods and Services Tax (GST) or Harmonized Sales Tax (HST), as applicable, unless otherwise indicated. The GST or HST, whichever is applicable, is extra to the price herein and will be paid by Canada.
- b) The estimated HST is included in the total estimated cost shown on page 1 of this Contract. The estimated HST to the extent applicable will be incorporated into all invoices and progress claims and shown as a separate item on invoices and progress claims. All items that are zero-rated, exempt, or to which the HST does not apply, are to be identified as such on all invoices. The Contractor agrees to remit to Canada Revenue Agency (CRA) any amounts of HST paid or due.
- c) All deliverables are F.O.B. Destination, and Canadian Customs Duty included, where applicable.



Contract No.: 5500001064

d) The Crown will not accept any travel and living expenses incurred by the Contractor as a consequence of any relocation required to satisfy the terms of the Contract.

All estimates contained in the Contract relating to travel, optional items or as and when requested goods or services are included solely for the administrative purposes of Canada and do not represent a commitment on the part of Canada to exercise such options or purchase such services.



Contract No.: 5500001064

ANNEX C SECURITY REQUIREMENTS CHECK LIST

COMMON-PS-SRCL#6



Government Gouvernement of Canada du Canada

Contract Number / Numéro du contrat
1000353646
Security Classification / Classification de sécurité UNCLASSIFIED

LISTE DE VÉRIFIC	ECURITY REQUIREMENTS CHECK LIST (SRC CATION DES EXIGENCES RELATIVES À LA SI						
PARTA CONTRACTINFORMATION PARTIE A							
 Originating Government Department or Organization Ministère ou organisme gouvernemental d'origine 		or Directorate / Direction générale ou Direction					
3. a) Subcontract Number / Numère du contrat de so	us-traitance 3, b) Name and Address of Subco	ntractor / Nom et adresse du sous-traitant					
4. Brief Description of Work / Brève description du tro							
Software Testers te	uting CBSA application	`\$					
 a) Will the supplier require access to Controlled Go Le fournisseur aura-t-it accès à des marchandis 		✓ No Yes Non Cui					
Regulations?	nlitary technical data subject to the provisions of the Te chniques militaires non classifiées qui sont assujetties a	V Non L Oui					
indicate the type of access required / indiquer is t	ype d'accès requis						
5. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés aurent-ite accès à des renseignements ou à des biens PROTEGES et/ou CLASSIFIÉS? No V Yes Oui (Specify the level of access using the chart in Quastion 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)							
(recoser se niveau d'acces en utilisaire le tableau qui se trouve a la question 7. c). b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. netloyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTECES et/ou CLASSIFIES n'est pas autorisé.							
 c) Is this a commercial courier or delivery requirers S'agit-il d'un contrat de messagerie ou de livrais 		No Yes					
a) Indicate the type of information that the supplier	will be required to access / Indiquer le type d'information	on auquel le fournisseur devra avoir accès					
Canada 🗸	NATO/OTAN	Foreign / Étranger					
7. b) Release restrictions / Restrictions relatives à la No release restrictions Aucune restriction relative à ta diffusion	diffusion All NATO countries Tous les pays de l'OTAN	No release restrictions Aucune restriction relative à la diffusion					
Not releasable A ne pas diffuser	e	gannamag					
Restricted to: / Limité à :	Restricted to: / Limité à :	Restricted to: / Limité à :					
Specify country(ies): / Préciser le(s) pays :	Specify country(les): / Préciser le(s) pays :	Specify country(ies): / Préciser le(s) pays :					
7. c) Level of information / Niveau d'information							
PROTECTED A 7	NATO UNCLASSIFIED FTTI	I PROTECTED A					
PROTEGÉ A	NATO NON CLASSIFIÉ	PROTÉGÉ A					
PROTECTED B PROTEGÉ B	NATO RESTRICTED	PROTECTED B					
	NATO DIFFUSION RESTREINTE	PROTÉGÉ B					
PROTECTED C	NATO CONFIDENTIAL	PROTECTED C					
PROTÉGÉ C	NATO CONFIDENTIEL	PROTÉGÉ C					
CONFIDENTIAL	NATO SECRET	CONFIDENTIAL					
CONFIDENTIEL	NATO SECRET	CONFIDENTIEL					
SECRET	COSMIC TOP SECRET	SECRET					
SECRET	COSMIC TRES SECRET LJ	SECRET					
TOP SECRET		TOP SECRET					
TRÉS SECRET		TRÉS SECRET					
TOP SECRET (SIGNT)		TOP SECRET (SIGINT)					
TRÉS SECRET (SIGINT) LUI		TRES SECRET (SIGINT)					

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité UNCLASSIFIED



Contract No.: 5500001064

COMMON-PS-SRCL#6



Government Gouvernement of Canada du Canada

Contract Number / Numéro du contrat	
1000353646	
Security Classification / Classification de sécurité	
UNCLASSIFIED	

8. Will the supp Le fournisse If Yes, indic		D and/or CLASSIFIED COMSEC in ments ou à des biens COMSEC dé lité :		ASSIFIĖS?	✓ No Yes Non Oui
9. Will the sup-	sier require access to extremely so	ensitive INFOSEC information or as nents ou à des biens INFOSEC de		?	✓ No Yes Non Oui
) of material / Titre(s) abrêgê(s) du lumber / Numéro du document :	matériel :			
		BERSONNEL (FOURNISSEUR I / Niveau de contrôle de la sécurité			
Z	RELIABILITY STATUS COTE DE FIABILITÉ	CONFIDENTIAL CONFIDENTIAL	SECRET SECRET		SECRET SECRET
	TOP SECRET- SIGINT TRÉS SECRET - SIGINT	NATO CONFIDENTIAL NATO CONFIDENTIEL	NATO SECRET NATO SECRET		NC TOP SECRET NC TRÈS SECRET
	SITE ACCESS ACCES AUX EMPLACEMENTS				
	Special comments: Commentaires spéciaux :			***************************************	
		ing are identified, a Security Classific ux de contrôle de sécurité sont requ		de la sécurité doit	être foursi.
Du persi		peut-il se voir confier des parties d	u travail?		V No Yes Non Oui
	ill unscreened personnel be escor firmative, le personnel en question				Non Yes
	ECUARDS (SUPERIER) / PARTIS XN / ASSETS / RENSEIGNEM	S C - M SSUMES DE PROTECTION ENTS / BIENS	(FOURNISSEUR)		
premise	s? isseur sera-t-il tenu de recevoir et-	store PROTECTED and/or CLASS d'entreposer sur place des renseign			No Yes Non Oui
	supplier be required to safeguard (isseur sera-t-il tenu de protéger de	XXMSEC information or assets? s renseignements ou des biens CC	MSEC?		Non Yes
PRODUCTIO	N				
occur at Les insta	the supplier's site or premises?	ir and/or modification) of PROTECTI s à la production (fabrication et/ou ré			No Yes Non Oui
INFORMATIO	N TECHNOLOGY (IT) MEDIA /	SUPPORT RELATIF À LA TECHNI	DLOGIE DE L'INFORMATION	(TI)	
informati Le fourni	on or data?	ams to electronically process, produc ores systèmes informatiques pour tra S et/ou CLASSIFIÉS?			Non Yes
Disposer		upplier's IT systems and the governm système informatique du fournisseu		gence	No Yes
TBS/SCT 350)-103(2004/12)	Security Classification / Clas	sacation de sécurité		

UNCLASSIFIED



Contract No.: 5500001064

Government Gouvernment of Canada du Ganada

COMMON-PS-SRCL#6

Contract Number / Numéro du contrat 1000353646

Security Classification / Classification de sécurité UNCLASSIFIED

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b) Will the docu Le documental															✓ Non	
If Yes, classif attachments (Dans l'affirma « Classificatio des pièces lo	e.g itiv on c	. SE e, cli le se	CRE Issii	T with Attach lier le présent	ments). I formulai	ire en ind	iquant le ni	reau de sécu	rité dans	la case i	ntitul	ée				

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité UNCLASSIFIED



Contract No.: 5500001064

	ouvemement u Canada		10	000353646 Classification	r / Numero du i i / Classificalio .ASSIFIED		
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 Organization Project Authority / Clame (print) - Nom (en lettres moulé 		Januariu Title - Title		Signature			
Paul van Berke		IT H	arager		-1 G.V	& BULL	
elephone Na N° de têlêphone 343 - 241 _— 6833	Facsimile No N° de		E-mail address - Adresse cou baul - Vanberkul Dicht	nel 4-34∫C1	Date ใน	l, 23, 202	o
 Organization Security Authority / 	Responsable de la séc	, a	ilsme	96.0	A.	J.	
iame (print) - Nom (en lettres moulé	es)	Title - Titre		Signature	МАНА	·RA	A. OURS
Kavita Maharaj		Security Ad	visor			ITA Service	
elephone No N° de téléphone 604-830-7764	Facsimile No N° de	télécopieur	E-mail address - Adresse cou Kavita.Maharaj@cbsa.gc		Date 2020-	09-08	
 Are there additional instructions in Des instructions supplémentaires 				t-elles joinles	.?	No Non	Yes Oui
8. Procurement Officer / Agent d'ap	provisionnement			IECLA	ID	Digitally signed by	
iame (print) - Nom (en lettres moulé	es)	Title - Titre		MEAG	iAN	LECLAIR MEAGAN Date: 2020.11.24 15:58:45 -05'00'	
alephone No N° de të/ëphone	Facsimile No N° de	télécopieur	E-mail address - Advesse co	inel .	Dele		
7. Contracting Security Authority / /	lutorité contractante en	matière de sé	curité				
iame (print) - Nom (en lettres moulé	ies)	Title - Titre		Signature			
				Saumur,	, Jacques (Togoth density Same, Long ON 1-CA 1-CC, m-PPCSCOR 10-Section, Scopers One 2017 82 52 11-46 12-60 00	SOC.

E-mail address - Adresse courriel

COMMON-PS-SRCL#6

Contract Number / Numéro du contrat

Jacques Saumur

Contract Security Officer

Telephone No. - N° de teléphone

Contracts Security Division|Division des contrats sécurité /

Contract Security Program|Programme de sécurité des contrats /

Public Services and Procurement Canadal Services publics et Approvisionnement Canada

Facsimile No. « N° de lélécopieus

Jacques Saumur@tpsgc-pwgsc.gc.ca

Telephone | Téléphone 613-948-1732

Facsimile | Télécopieur 613-948-1712

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité UNCLASSIFIED

Contract No.: 5500001064

ATTACHMENT 1 TO ANNEX C SECURITY GUIDE

The purpose of the security guide is to clarify the multiple levels of security screening identified under Part 7 of the Security Requirements Check List (SRCL) described in Annex B. In addition to the Contractor and its resource's obligation to comply with the provisions of the SRCL described in Annex B, the following must be adhered to:

1.1 Personnel security screening level requirements for RELIABILITY STATUS:

ALL resources MUST hold, at a minimum, a valid REALIBILITY security screening to perform, in whole or in part, the work described in the Statement of Work at Annex A.

1.2 Unscreened Personnel

Unscreened personnel MAY NOT be used for ANY portion of the work described in the Statement of Work at Annex A.

TASK AUTHORIZATION FORM

	TASK	(AUTHORIZA	TION (TA)				
Contractor: SoftSim Technologies	Inc.		Contract Nu	mber:	5500001064		
Task Number: 2021002116			Date: Januar	y 21, 2	2021		
Amendment Number:			Date:				
Description of service(s) to be	dolivor	TA Reque		nont o	f Work		
See the Statement of Work inserted		eu/pi ovided a	is per the staten	nent o	I WOIK		
2. PERIOD OF SERVICES	From:	January 27	7, 2021 To:		December 22, 2021		
3. Service Location	The work is expected to be performed off site in accordance to the current COVID-19 directives on workplace occupancy. This may chan at the discretion of CBSA and the return-to-workplace strategy plan.						
4. Travel Requirements	[]Yes [X]No						
5. Other Conditions /Restraints	[] Yes [X] No Specify:						
6. Basis of Payment	Limitati	on of Expendi	ture [X] Ceil	ing Pri	ce [] Firm Price []		
7. METHOD OF PAYMENT:							
[] Single		[X]Month	ly		[] Milestones		
8. LEVEL OF SECURITY CLEARAN	CE REQU	IRED FOR THI	CONTRACTOR'S	S PERS	ONNEL		
[X] Reliability							
9. LANGUAGE OF WORK							
Language of service(s) to be delivered/provided	[X] En	glish					
	[For co	TA Propos empletion by					
10. Estimated Cost Contract		l					
Resource Category & Name of Pr Resource	roposed	Firm Per Diem Rate	Estimated leve days of effor		Total		
- Tester Level 3		_		 -	\$133,170.00		
Level 3	_		_	\$133,170.00			
Tester Level 3					\$133,170.00		
			Sub-Total P	rice:	\$399,510.00		
			Tax (GST or I	HST):	\$51,936.30		

1	Total Price Including Tax:	\$451,446.30
TA Ap	proval	
11. Signing Authorities		
Name and Title of Individual Authorized to Sign on Behalf of Contractor	Signature & Date	
Name and Title of CBSA Project Authority Paul van Berkel	Signature & Date VANBERKEL PAUL	Digitally signed by VANBERKEL PAUL Date: 2021.01.21 12:22:33 -05'00'
Name and Title of Individual Authorized to Sign on Behalf of the CBSA	Signature & Date LECLAIR	Digitally signed by LECLAIR MEAGAN DN: C=ca, O=gc, OU=ccra-adrc, OU=PCRSONNEL, CN=LECLAIR MEAGAN + SERIALNUMBER=2017348101939252
Meagan Leclair	MEAGAN	Reason: I am the author of this document Location: your signing location here Date: 2021-01-22 09:06:51 Foxit PhantomPDF Version: 10.0.1

12. Basis of Payment & Invoicing

Payment to be made based on receipt of a detailed invoice for services rendered, subject to acceptance by the Technical/Project Authority.

Electronic submission of original invoices must be sent to the Technical/Project Authority identified in the Contract.

All invoices must be as per contract terms and conditions.

STATEMENT OF WORK

TITLE

Software Tester, Level 3

BACKGROUND

Information Science and Technology Branch (ISTB) of Canada Border Services Agency (CBSA) mandate is to enable effective and efficient border management through the design, development, implementation, delivery and operation of innovative solutions, science and technology for the major issues facing border management today and in the future.

The Production Assurance testing teams are responsible for validating that the Canada Border Services Agency (CBSA) Corporate, Commercial and Traveller Processing systems meet the business, system and usability requirements.

OBJECTIVE

The CBSA requires up to (4) Software Testers to provide software testing services for various CBSA large scale, complex and integrated Corporate, Common, Travellers and Commercial Processing systems.

SCOPE

The Contractor will be responsible for analyzing business and system requirements, conducting test planning, writing and executing manual test cases, creating test data, developing, executing and maintaining automated test scripts for various software systems.

The Contractor must have experience in developing test packages including test strategies, test plans, test cases, test cycles, automated test scripts and test analysis and reporting. Experience and knowledge of testing procedures, environments and strategies as well as problem reporting, release and change management processes is expected.

The consultant must have experience in testing Web based applications given that the development and testing environments are based on Java Web Technologies, and other Web technologies/frameworks such as HyperText Markup Language (HTML), Extensible HyperText Markup Language (XHTML), Extensible Markup Language (XML) and Java Server Faces (JSF) and/or JSP.

TASKS

On an as and when requested basis, through the issuance of Task Authorizations (TAs), the proposed resource will provide the following. Each Task Authorization will specify the tasks and completion schedule. Responsibilities include, but are not limited to:

- Develop and execute test strategies, test processes, test procedures, test plan, test scenarios, test cases, test cycles, automated test scripts and test analysis in support of application development and maintenance;
- Conduct testing in accordance with the test and release management plan;
- Create test data in accordance with the test strategy/test plan;
- Provide Status Reports:
- Document and report testing activities using established tools and practices;
- Log defects and track to closure, working with development teams to establish defect validity, cause and retesting as required;
- Handle testing issues in a timely fashion;
- Participate and contribute to team and release meetings, and walkthroughs session;
- Provide testing impacts (estimates) for new release content derived from defects, and /or technical/infrastructure modifications;
- Work with cross-functional teams to ensure quality throughout the software development lifecycle;
- Provide support of testing activities in an integrated system environment;
- Apply knowledge of automated test case tools such as HP Quality Center or UFT;
- Develop, execute and maintain manual/automated test scripts using HP ALM/UFT; and

Mentor CBSA staff.

DELIVERABLES

On an as and when requested basis, through the issuance of Task Authorizations (TAs), the proposed resource will provide the deliverables as specified in the deliverables and completion schedule on the TA. Deliverables will include but not limited to:

Deliverables	Schedule
Test strategies, test plans, test cases, test scenarios and test data for client-server, web, web services and COBOL based application changes using MS-Office suite of tools and HP Application Lifecycle Management (ALM). The contractor needs to write a test strategy/test plan for each release. The strategy will include the test cases/scenarios, test data/parameters, automated scripts and level of effort/duration necessary to test the system(s).	As per each Release or Maintenance release schedule, provided by the Technical Authority.
Designing, coding, debugging and executing automated test scripts using HP UFT and/or SoapUI. These scripts must be well documented, in order for other testers to be able to execute the scripts successfully.	As per each Release or Maintenance release schedule, provided by the Technical Authority.
Designing, coding, debugging and executing automated test scripts for automated test data generation.	As per each Release or Maintenance release schedule, provided by the Technical Authority.
Test analysis and results reports.	As per each Release or Maintenance release schedule, provided by the Technical Authority.
Testing Impacts (estimates) for testing of new systems, Changes Requests, Defects and infrastructure/ platform modifications.	As per each Release or Maintenance release schedule, provided by the Technical Authority.
Input to CBSA testing standards and best practices documentation.	As needed.
Presentations and procedural documents for peers and management using the MS-Office suite of tools. The contractor must be able to produce presentations on their testing strategies and testing results. They must also produce procedural documents on the steps needed to run their automated and/or manual scripts.	As needed.
Weekly status report using the MS-Office suite of tools. The contractor must produce a weekly status report detailing their deliverables for the week. In this report the contractor must document all deliverables completed and what needs to be completed in order to finish their tests, including timeframes.	Weekly

All deliverables must be provided in conformance with CBSA's standard desktop operating software which is Microsoft Office Suite (including Word, Excel, Visio and PowerPoint) in English.

All deliverables must be initially provided in draft to the Technical Authority for review. Should there be problems or issues with the deliverables being presented, the Technical Authority will notify the resource of the items that must be modified within five (5) business days of receipt of the draft deliverable. Once all items have been resolved and acceptable to the Technical Authority, a finalized version of the deliverables will be provided to the Technical Authority within five (5) business days from acceptance.

REPORTING REQUIREMENTS

If a TA has been authorized, the resource must provide a weekly status report in MS Word electronically to the Technical Authority outlining what work was undertaken during the reporting period, what work is still outstanding, and any issues or concerns that the resource wants to identify to the attention of the Technical Authority. The status reports must also be supported by a monthly detailed time sheet mapped to deliverables, using standard template.

COMMUNICATION

It is the responsibility of the Contractor to facilitate and maintain regular communication with the CBSA Technical Authority. Status updates, verbal or written, may be requested by the Technical Authority over the course of the contract. Communication is defined as all reasonable effort to inform all parties of plans, decisions, proposed approaches, implementation, and results of work, to ensure that the project is progressing well and in accordance with expectations. Communication may include: phone calls; electronic mail; faxes; and meetings. In addition, the Contractor is to immediately notify the Technical Authority of any issues, problems or areas of concern in relation to any work completed under the contract, as they arise.

METHOD AND SOURCE OF ACCEPTANCE

All services rendered under the Contract/TA are subject to inspection by the Technical Authority.

All deliverables shall respect the following principles:

Logical structure - flow in a logical format that permits the reader to entirely understand the objectives of the initiative, and that it appropriately describes how recommendations and conclusions were determined;

Business oriented - concerned with the business capabilities and impact, rather than having a technical focus; and

Comprehensive - includes all significant factors to a complete evaluation of the context, constraints, risks and expectations of the work.

CONSTRAINTS

The Contractor is not permitted to disclose CBSA provided information learned through this contract to external sources unless authorized by the designated CBSA Technical Authority.

The CBSA's working hours are between 07:00 to 18:00 Monday through Friday, except for Statutory Holidays where Government Offices are closed. These hours are not representative of the duration of a Contractor's work day. All proposed personnel must be available to work outside normal office hours during the duration of the Contract. The Technical Authority will advise the Contractor as soon as possible of any required work outside standard working hours.

LANGUAGE

The proposed Resource will be required to perform the work in English. Every individual proposed in its bid will be fluent in English. The individual proposed must be able to communicate orally and in writing in English without any assistance and with minimal errors.

TECHNICAL ENVIRONMENT

The Contractor will provide the Services in conformance with CBSA's standard desktop operating software, currently, Microsoft Office Suite (including Word, Excel, and PowerPoint).

All Deliverables provided by the Contractor will become integrated within CBSA's technical and operational environment as specified by CBSA.

The technical environment at CBSA is comprised of several technologies including but not limited to:

- JAVA on IBM z/OS, SUN Solaris Server, or Microsoft Server
- COBOL on IBM z/OS Mainframe
- IBM WebSphere Application Server on z/OS (version 6 or more)
- IBM WebSphere MQ on z/OS (version 6 or more)
- HTTPS (SSL)
- Web Services
- JavaScript
- XMI
- Microsoft PowerPoint, Visio, Word, Excel, Internet Explorer, Windows 2000 and XP
- MS SOL
- HP Quick Test Professional
- HP Quality Center
- HP Performance Center
- HTML
- IBM DB2
- J2EE
- Java

CLIENT SUPPORT

The Contractor will be provided with CBSA user IDs, passwords, workstation or laptop, and other materials as required in order to process, store, and/or transmit CBSA data on CBSA networks during the contract.

The use of the Contractor's IT systems are not permitted.

LOCATION OF WORK

The work is expected to be performed off site in accordance to the current COVID-19 directives on workplace occupancy. This may change at the discretion of CBSA and the return-to-workplace strategy plan.

There is no travel requirement outside the NCR.



A. General Information / Informations générales				
Contract Number / Numéro du contrat :	47419-206529 001 EL			
Contractor Name / Nom du Contracteur :	Dalian Enterprises and Coradix Technology	Consulting, in Joint Venture		
Task Authorization (TA) No. № de l'autorisation de tâches (AT) :	Commitment No. Nº de l'engagement :	Financial Coding Code financier :	Date Issued Date d'émis :	Date Response Required Date de réponse
2021002122	1000355731	190830000,2001,3070	O January 22, 2021	January 29, 2021
B. For Amendments Only / Aux fins de modification seulement				
Amendment No. / Nº de la modification :				
Reason for the Amendment / Raison pour la modification :				
C. TA Requirements / Exigences relatives à l'AT Firm Price or Per Diem Maximum Price / Prix ferme ou prix maximum par jour:	Firm Price	TA Scope of Worl de l'AT ci-joint? (C	x Attached? (Yes or No) / Énoncé des t dui ou Non):	travaux Yes
C. TA Requirements / Exigences relatives à l'AT	Firm Price Deliverables based	de l'AT ci-joint? (C	oui ou Non): ched? (Yes or No) / Proposition de prix	res
C. TA Requirements / Exigences relatives à l'AT Firm Price or Per Diem Maximum Price / Prix ferme ou prix maximum par jour: Resource-based or Deliverable-based Services / Services basés sur les ressources		de l'AT ci-joint? (C	oui ou Non): ched? (Yes or No) / Proposition de prix	Yes
C. TA Requirements / Exigences relatives à l'AT Firm Price or Per Diem Maximum Price / Prix ferme ou prix maximum par jour: Resource-based or Deliverable-based Services / Services basés sur les ressources		de l'AT ci-joint? (C	oui ou Non): ched? (Yes or No) / Proposition de prix	Yes
C. TA Requirements / Exigences relatives à l'AT Firm Price or Per Diem Maximum Price / Prix ferme ou prix maximum par jour: Resource-based or Deliverable-based Services / Services basés sur les ressources ou sur les livrables:		de l'AT ci-joint? (C	oui ou Non): ched? (Yes or No) / Proposition de prix	Yes



TA# / #AT:	
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Resource Category and Level / Ressource Catégorie et Niveau		Number Required / Nombre requise	Estimated Workdays / Jours de travail estimés	Linguistic Profile / Profile linguistique	ISecurity / Niveau(y) de	1 '	Expected End Date / Date de fin prévue
I.11 Technology Architect	Level 3	4		English	Reliability / Fiabilité	01-Feb-20	7-Aug-21
B.6 Business Systems Analyst	Level 2	3		English	Reliability / Fiabilité	01-Feb-20	7-Aug-21
P.5 Project Executive	Level 3	1		English	Reliability / Fiabilité	01-Feb-20	7-Aug-21

For Deliverable-Based Services Only / Pour services basés seulement sur des	<u>livrables:</u>			
Required Deliverable(s) / Livrable(s) requise(s)				
Deliverable Name / Nom livrable	Deliverable Description / Description livrable	Acceptance Criteria / Critères d'acceptation	Required Start Date / Date de début requise	Expected End Date / Date de fin prévue
Weekly Status Reports			01-Feb-20	15-Feb-21
Project Plan			01-Feb-20	15-Feb-21
Application Migration Candidate Applications Assessment and Con	nmon Architecture and Design Documentation		01-Feb-20	15-Feb-21
Application #1 Draft Design Documentation			01-Feb-20	15-Feb-21
Application #2 Draft Design Documentation			01-Feb-20	15-Feb-21
Application #3 Draft Design Documentation			01-Feb-20	15-Feb-21
Application #1 Built/Migrated to the AWS Cloud			01-Feb-20	31-Mar-21
Application #2 Built/Migrated to the AWS Cloud			01-Feb-20	31-Mar-21
Application #3 Built/Migrated to the AWS Cloud			01-Feb-20	31-Mar-21
Application #1 Security Artefact Documentation			01-Feb-20	31-Mar-21
Application #2 Security Artefact Documentation			01-Feb-20	31-Mar-21
Application #3 Security Artefact Documentation			01-Feb-20	31-Mar-21



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Application #1 Final Design Documentation		01-Feb-20	15-Apr-21	
Application #2 Final Design Documentation		01-Feb-20	15-Apr-21	
Application #3 Final Design Documentation		01-Feb-20	15-Apr-21	
Application #4 Draft Design Documentation			01-Feb-20	30-May-21
Application #5 Draft Design Documentation			01-Feb-20	30-May-21
Application #6 Draft Design Documentation			01-Feb-20	30-May-21
Application #4 Built/Migrated to the AWS Cloud			01-Feb-20	15-Jul-21
Application #5 Built/Migrated to the AWS Cloud			01-Feb-20	15-Jul-21
Application #6 Built/Migrated to the AWS Cloud			01-Feb-20	15-Jul-21
Application #4 Security Artefact Documentation			01-Feb-20	15-Jul-21
Application #5 Security Artefact Documentation			01-Feb-20	15-Jul-21
Application #6 Security Artefact Documentation			01-Feb-20	15-Jul-21
Application #4 Final Design Documentation			01-Feb-20	30-Jul-21
Application #5 Final Design Documentation			01-Feb-20	30-Jul-21
Application # 6 Final Design Documentation			01-Feb-20	30-Jul-21
Application Design Documentation for CBSA Migrated Applications			01-Feb-20	7-Aug-21
Travel Requirement(s) / Exigence(s) de voyage:	N/A			
Work Location(s) / Lieu(x) de travail:	NCR			
Additional contraints / Contraintes additionnelles:				
Basis for Payment (Approved Timesheets or Deliverable Acceptance Forms) / Base de payment (feuilles de temps approuvées ou formulaire de livrables acceptés):	Deliverable Acceptance	Maximum TA Price Payable / Translation required:		



TA# / #AT:	
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D. Contractor Details and Estimated	l Costs / Détails et coûts estimés de	l'entrepreneur						
1) For Resource-Based Services Only /	Pour services basés sur des ressources	<u>s:</u>						
Required Resource(s) / Ressource(s) requ Note: once approved, only the following resources may pr		, seules les ressources suivantes peuvent fournir de	es services sous la présente AT					
Resource Name / Nom du ressource	Resource Category and Level / Catégorie de ressource et Niveau		Per Diem Rate / Taux journalier	Estimated Workdays / Jours de travail estimés	Linguistic Profile / Profile linguistique	PSPC Security File No. / Nº du dossier de sécurité SPAC		timated Cost / al estimatif
	P.5 Project Executive	Level 3		1	1	+	\$	181,156.80
	I.11 Technology Architect	Level 3					\$	171,850.80
	I.11 Technology Architect	Level 3					\$	171,850.80
	I.11 Technology Architect	Level 3					\$	171,850.80
	I.11 Technology Architect	Level 3					\$	171,850.80
	B.6 Business Systems Analy	Level 2					\$	111,344.80
	B.6 Business Systems Analy	Level 2					\$	111,344.80
	B.6 Business Systems Analy	Level 2					\$	111,344.80
							\$ 1	,202,594.40
2) For Deliverable-Based Services Only	/ Pour services basés sur livrables seul	<u>ement</u>						
Required Deliverable(s) / Livrable(s) requis	3							
Deliverable Name / Nom du livrable		Expected Start Date	Expected Submission Date / Date prévue de la soumission	Expected Acceptance Date / Date prévue de l'acceptation			Estimate estimatif	ed Cost / Coût
Weekly Status Reports			15-Feb-21	16-Feb-21	1-Feb-21			

Public Works and Government Services Canada

Travaux publics et Services gouvernementaux Canada

TA# / #AT:	
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APPENDIX 19 TO ANNEX A - TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Project Plan	15-Feb-21	16-Feb-21	1-Feb-21	
Application Migration Candidate Applications Assessment and Common Architecture a	nd Design Doci 15-Feb-21	16-Feb-21	1-Feb-21	
Application #1 Draft Design Documentation	15-Feb-21	1-Mar-21	1-Mar-21	
Application #2 Draft Design Documentation	15-Feb-21	1-Mar-21	1-Mar-21	
Application #3 Draft Design Documentation	15-Feb-21	1-Mar-21	1-Mar-21	
Application #1 Built/Migrated to the AWS Cloud	31-Mar-21	1-Apr-21	1-Apr-21	
Application #2 Built/Migrated to the AWS Cloud	31-Mar-21	1-Apr-21	1-Apr-21	
Application #3 Built/Migrated to the AWS Cloud	31-Mar-21	1-Apr-21	1-Apr-21	
Application #1 Security Artefact Documentation	31-Mar-21	1-Apr-21	1-Apr-21	
Application #2 Security Artefact Documentation	31-Mar-21	1-Apr-21	1-Apr-21	
Application #3 Security Artefact Documentation	31-Mar-21	1-Apr-21	1-Apr-21	
Application #1 Final Design Documentation	15-Apr-21	1-May-21	1-May-21	
Application #2 Final Design Documentation	15-Apr-21	1-May-21	1-May-21	
Application #3 Final Design Documentation	15-Apr-21	1-May-21	1-May-21	
Application #4 Draft Design Documentation	30-May-21	1-Jun-21	1-Jun-21	
Application #5 Draft Design Documentation	30-May-21	1-Jun-21	1-Jun-21	
Application #6 Draft Design Documentation	30-May-21	1-Jun-21	1-Jun-21	
Application #4 Built/Migrated to the AWS Cloud	15-Jul-21	1-Aug-21	1-Aug-21	
Application #5 Built/Migrated to the AWS Cloud	15-Jul-21	1-Aug-21	1-Aug-21	
Application #6 Built/Migrated to the AWS Cloud	15-Jul-21	1-Aug-21	1-Aug-21	
Application #4 Security Artefact Documentation	15-Jul-21	1-Aug-21	1-Aug-21	
Application #5 Security Artefact Documentation	15-Jul-21	1-Aug-21	1-Aug-21	
Application #6 Security Artefact Documentation	15-Jul-21	1-Aug-21	1-Aug-21	
Application #4 Final Design Documentation	30-Jul-21	1-Aug-21	1-Aug-21	
Application #5 Final Design Documentation	30-Jul-21	1-Aug-21	1-Aug-21	
Application #6 Final Design Documentation	30-Jul-21	1-Aug-21	1-Aug-21	
Application Design Documentation for CBSA Migrated Applications	7-Aug-21	1-Aug-21	1-Aug-21	

Total Estimated Deliverable Cost / Coût estimatif total des livrables: \$ 1,202,594.40

Tax (HST) \$ 156,337.27



TA# / #AT:		
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Total Estimated Travel and Living Cost (If Applicable) / Frais déplacement et de subsistance estimatifs (si applicable):				
Total Estimated Cost for TA Scope of Work (TA-SOW) / Coût total estimatif pour l'énoncé des travaux de la AT (AT-EDT):				
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA				
By signing this TA, the authorized CBSA Technical Authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract. En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contract. contrat.	contenu de cette AT est d	conforme aux conditions du		
Name of Authorized Technical Authority / Nom du client autorisé Name of Contracting Authority / Nom de l'autorité contractante				
MACDONALD CAMERON Digitally signed by MACDONALD CAMERON Date: 2021.01.22 11:25:39 -05'00' Bastien, Josee Digitally signed by MACDONALD CAMERON Date: 2021.01.22 11:25:39 -05'00' Bastien, Josee Digitally signed by Bastien, Jos				
Signature Date Signature	Date			
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR				
By signing this TA, the authorized Contractor representative certify(ies) that the Contractor will execute the TA Scope of Work as defined by the above TA and in accordance with the conditions of the Contract.				
Translation required.				
Name of Authorized Contractor Individual / Nom de la personne autorisée à signer au nom de l'entrepreneur Title of Authorized Contractor Individual / Titre de la personne autorisée à signer au nom de l'entrepreneur	trepreneur			
— Date Date				

Info-Tech Research Group Supplier - Fournisseur Info-Tech Research Group Season Sea		Public Works and Governmer Services Canada	t Travaux publics et Se gouvernementaux Ca					a Standing à une offre	Offer à commandes
K1A 0L8	Canada Presider 91 Lau	n Border Services Agency ent's Office urier Avenue	47419		are required to so on the pricing ba the standing offe	upply the sis state r. Only g	e goods or serv d and in accord goods or service	ices, or both, show dance with the othe es, or both, include	vn below at the prices o er conditions stated in
Amendment No. N° de modification Previous Value (\$) Value of increase or decrease (\$) Valeur de l'augmentation ou diminution (\$) 99,931.55 NATO Stock No. / Item Description N° de nomenclature de l'OTAN / Description de l'article Discovery, Current State Assessment and High-Level Data Flows Future State: Data Governance Strategy and Implementation Roadmap and Metadata Management Process and Templates Final Report and Presentation Value of increase or decrease (\$) Total estimated expertate appears of the process of the pr	upplier - Fonto-Tec 88 Yon oronto, 14 W 2 J. woices mu Lach shipm ust show to haque exponnaissem anding Office 660	ournisseur ch Research Group nge Street , Ontario J2 ust be sent in accordance with - Les f The detailed instructions in the stan- Les instructions détaillées dans l'offn nent must be accompanied by a pac the following reference numbers. pédition doit être accompagnée d'un ments et bordereaux d'emballage do ffer No Nº de l'offre à commandes 0ZM-180001/001/ZM	actures doivent être envoyées ding offer e à commandes king or delivery slip. All invoice bordereau d'emballage ou civent tous porter les numéros Requisitic Order. Off Bur. dem.	The add L'adress ces, bills de livraise de référ on No N YY - AA	Au fournisseur: L'offre à commandes indiquée ci-dessous est acceptée selon les modalités suivantes : Vous devez fournir les biens ou les services, ou les deux indiqués ci-dessous selon les prix ou la base de tarification établie, et conformément avec les autres conditions stipulées dans l'offre à commandes. Seuls les biens ou les services, ou les deux, inclus dans l'offre à commandes seront fournis dans la commande subséquente à l'offre à commandes. Security: The call-up includes security provisions. Sécurité : La demande comprend des exigences en matière de sécurité. NO YES If YES, attach a SRCL to the call-up Si OUI, joindre une LVERS à la demande Security: The call-up includes security provisions. Sécurité : La demande comprend des exigences en matière de sécurité. Security: The call-up includes security provisions. Sécurité : La demande comprend des exigences en matière de sécurité. YES OUI Si OUI, joindre une LVERS à la demande Les instructions below Les instructions particulières ci-dessous Is of lading and packing slips Financial Code(s) - Code financier(s) Cost Center 2940-200-00 Fund: 2001 Functional Area: 30100 Client Reference No. (optional) N° de référence du client (facultatif) 5467 2021002130				
NATO Stock No. / Item Description N° de nomenclature de l'OTAN / Description de l'article Discovery, Current State Assessment and High-Level Data Flows Future State: Data Governance Strategy and Implementation Roadmap and Metadata Management Process and Templates Final Report and Presentation U. of I. U. de d. Quantity Quantitie Prix unitaire (\$) Day Day Day	mendment	nt No. Previ	ous Value (\$)		Valeur de l'augmen	itation ou	diminution (\$)	Total des dépens	xpenditures or revised es estimatives ou révisées 9,931.55
2 Future State: Data Governance Strategy and Implementation Roadmap and Metadata Management Process and Templates 3 Final Report and Presentation Day	lº de			e l'article		U. of I.	Quantity	Unit Price Prix unitaire	Extended Price Prix calculé (\$)
and Metadata Management Process and Templates Final Report and Presentation Day	1 Dis	scovery, Current State Asse	essment and High-Leve	el Data	Flows	Day			
	2 Fu	uture State: Data Governan nd Metadata Management P	ce Strategy and Impler	nentati	on Roadmap	Day			
Tax 13%	3 Fir	nal Report and Presentation				Day			
	Та	ax 13%				%	88,435.00	0.13	11,496.55
pecial Instructions - Instructions particulières Total	ecial Instri	ructions - Instructions particulières							99,931.58

Delivery required by - Livraison requise le (YYYY-MM-DD) (AAAA-MM-JJ) For further information, call - Pour renseignements supplémentaires, contacter Name - Nom Telephone No. - Nº de téléphone Lyne Carreau (343) 551-6931 2021-03-31 Approved for the Minister - Approuvé pour le Ministre For internal purposes only - Pour usage interne seulement Ministre

Digitally signed by DEVLIN ANIK
DN: C=ca, O=gc, OU=ccra-adrc, OU=PERSONNEL, CN=DEVLIN
ANIK + SERIALNUMBER=2017313133847559
Reason: 1 am the author of this document
Location: your signing location here
Date: 2021-01-22 13:56:31
Foxit PhantomPDF Version: 10.0.1

Date (YYYY-MM-DD - AAAA-MM-JJ) Pursuant to subsection 32(1) of the *Financial Administration Act*, funds are available. En vertu du paragraphe 32(1) de la *Loi sur la gestion des finances publiques*, des fonds sont disponibles. Signature (Mandatory - Obligatoire) Date (YYYY-MM-DD - AAAA-MM-JJ) Signature (Mandatory - Obligatoire)



Contract Number / Numéro du contrat :

Contractor Name / Nom du Contracteur :

A. General Information / Informations générales

Public Works and Government Services Services gouvernementaux Canada

47419-198132/001/EL

TEKSYSTEMS CANADA CORP.

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

Task Authorization (TA) No. № de l'autorisation de tâches (AT) :	Commitment No. Nº de l'engagement :	Financial Code finan		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
2021002205	1000356019	CC: 19083 Fund: 2001, Fu Area: 30700	/	2020-11-30	2020-12-02
B. For Amendments Only / Aux fins de	modification seulement				
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la n	nodification :				
C. TA Requirements / Exigences relative	ves à l'AT				
Required Resource(s) / Ressource(s) requise	(s)				
		Estimated Level of			Required Level(s) of
Category and Lev Catégorie et Nivea		Effort (days) / Niveau d'effort estimatif (jours)	-	: Profile / Profile guistique	Security / Niveau(x) de sécurité requis
Platform Analyst - Level 3			English		Reliability / Fiabilité
Platform Analyst - Level 3			E	English	Reliability / Fiabilité
Business Architect - Level 3			Е	English	Reliability / Fiabilité
Technology Architect - Level 3			English		Reliability / Fiabilité
Statement of Work (tasks, deliverable	es, reports, etc.) / Énonc	é des travaux (tâ	ches, livrab	les, rapports, etc	D.)
See attached / Voir pièce jointe					
See attached / Voir pièce joint					
Period of Services / Période de service: Initial Start Date / Date de début initiale :	01-Feb-2021	Ini	tial End Date	Date de fin initiale :	31-Jan-2022
Extented End Date (See Reason for the Amer	ndment) / Date de fin prolongé	่ า e (voir Raison pour la	modification)	:	
☐ Option To Extend Initial End Date / Optio		initiale			
Optional End Date(s) / Date(s) de	e fin optionnelle(s)			Status / Statut	
	O In Effect / en vigueur				
	T.,		O Ir	n Effect / en vigueur	
Travel Requirement(s) / Exigence(s) de voyag	n/a NCR - Work remo	tely off sito			
Work Location(s) / Lieu(x) de travail :	NOIX - WORK TEITIO	nely on site			

PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

Contractor Resource(s) and Estimated	Cost / Ressource(s) du (Contracteur et Co	ût total esti	matif	
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
I.7 Platform Analyst					\$282,000.00
I.7 Platform Analyst					\$282,000.00
B.2 Business Architect					\$282,000.00
I.11 Technology Architect					\$336,000.00
			Estimated	Cost / Coût estimatif	\$1,182,000.00
				Applicable Taxes	\$153,660.00
	Total Estimated Travel ar	nd Living Cost / Coût	total estimatif	de voyage et de vie	\$0.00
Total Estimated Cost / Coût total estimatif \$1,335,					\$1,335,660.00
Check applicable Basis of Cocher la Base de Paiement		Maximum Price / Prix Maximum :	Х	Firm Price / Prix Ferme :	

PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGSC Contracting	• • •	nt autorisé et/ou l'autorité contractante de TPSGC			
Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.	atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.				
The client's authorization limit is \$300,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	et transmise à l'autorité contractante de TPSGC pour autorisation				
Antonio Utano	Silvana Mansour	January 28, 2021			
Name of Technical Authority / Nom de l'autorité technic Date	Name of Contracting Authority / Nom de l'	autorité contractante Date			
MACDONALD CAMERON Date: 2021.01.28 12:23:27 -05'00'	Mansour, Silvana Silvana	ly signed by Mansour, a 1021.01.28 14:46:09 -05'00'			
Signature	Signature				
Name of the representative from Canada Border Date	-				
Services Agency - Procurement Nom du représentant de l'Agence des services					
frontaliers du Canada					
Signature					
Frontaliers du Canada	TURE DU CONTRACTEUR				
Signature	TURE DU CONTRACTEUR	2020.12.02			
frontaliers du Canada	TURE DU CONTRACTEUR	2020-12-02			

Statement of Work

Contract Number	Task Authorization Number
47419-198132/001/EL	2021002205

Category / Level

NUMBER OF RESOURCES	RESOURCE CATEGORY	LEVEL OF EXPERTISE
2	I.7 Platform Analyst	Level 3
1	B.2 Business Architect	Level 3
1	I.11 Technology Architect	Level 3

Objectives (High-level description of expected outcome)

As part of the Canada Border Services Agency (CBSA) - Application Modernization project, the resources listed above are required to provide advice, engage stakeholders (Business, IT applications and Cloud Vendors), and coordinate activities to facilitate the implementation of cloud technologies on both the Amazon Web Services (AWS) and Microsoft Azure Protected B compliant Cloud environments.

Scope of Work (An overview of the work that needs to be done)

The resources listed will provide IT Professional Services on the CBSA Cloud environments (AWS and Azure), as part of the Application Modernization project.

The Contractor must complete the deliverables outlined in this statement of work through IM/IT professional services with the following resource category:

NUM BE RESOUI	 RESOURCE CATEGORY	LEVEL OF EXPERTISE
2	I.7 Platform Analyst	Level 3
1	B.2 Business Architect	Level 3
1	I.11 Technology Architect	Level 3

Tasks

Tasks will include, but not be limited to the following:

 Create the conceptual, logical and physical designs for applications and their interoperability when hosted in a public cloud environment;

I.7. Platform Analyst

Identify cloud adoption approaches;

- Develop and document detailed assessments and configurations for identity management platforms that function compatibly both with the cloud service provider platform and CBSA's onpremises technologies, including mainframe and active directory;
- Analyze functional requirements to identify procedures and decision flows when it comes to identity management and federation in the cloud;
- Prepare and analyze the detailed application system requirements including identification and sizing of resources, virtualization, technical dependencies, interfaces, loads, peak and normal performance metrics, software, storage, redundancy etc.;
- Implement the latest security and identity management standards supporting a secure cloud implementation;
- Conduct design and application development work as required;
- Deploy biometric security models and multi-factor authentication and secure enclave processing;
- Develop security and identity management systems and methods for:
 - o generating passwords using key inputs and contextual inputs;
 - authenticating a security device;
 establishing trusted communication using a security device
- Define input/output sources, including detailed plan for technical design phase, and obtain approval for system proposals:
- Design cloud data structures and files, sub-systems and modules, programs, workloads, serverless apps, batch, on line, and production monitoring procedures;
- Develop testing strategies, scripts and testing reports;
- Document cloud system design, concepts and facilities, present and obtain approval of detailed system designs;
- Produce operational cloud identity management applications and documentation including all forms, manuals, programs, data files and procedures;
- Develop and prepare development environments including CI/CD pipelines;
- Perform solution integration activities supporting multi-cloud and hybrid solutions;
- Prepare and test implementation plans for cloud technologies, workloads and services;
- Install, monitor and stabilize particular facets of cloud platforms technology;
- Configure and optimize technical cloud platforms installations;
- Work with the System Administrator to develop and test automated rebuild procedures; and,
- Identify typical ongoing operational support requirements following migration day-to-day
 operations processes, integration and migration of additional workloads, data, maintenance,
 security procedures, compliance monitoring, inventory auditing, change management, account
 auditing and review, automated resource discovery, and system hardening etc.;
- Develop scripts and templates to reflect current network configuration and topology to allow for the automated redeployment and repair of network infrastructure; and,
- Prepare Firewall change requests to support applications and projects on-boarding to the CBSA Cloud environment.

B.2 Business Architect

- Support the development of policies and rules, in accordance to CBSA's mandate and functional responsibilities;
- Develop the specifications for where, how and why the various organizational components fit together as they do, and how they support the CBSA's mandate:
- Support the transformation initiatives;
- Review and asses current state, analyzing the different uses of resources;
- Support the planning and coordination of IM/IT project management activities for cloud adoption including all aspects of planning/coordination/guidance and process;

- Provide IM/IT documentation such as Statement of Requirements (SOR), project plans, feasibility reports, schedules, project management plans, risk management plans and lessons learned;
- Provide operational support for CBSA cloud environments;
- Support the formulation and management of the IM/IT project plans, reviewing project progress against milestones; and, engaging ongoing risk management;
- Support the development and maintenances of systems for the management and control of IM/IT requirements on projects in a manner compatible with client standards and guidelines. This includes communications and consultations with various stakeholders in the process;
- Support the Technical Authority with IM/IT cloud initiatives and various IM/IT initiatives;
- Support the Technical Authority with the cloud change management process for IM/IT requirements;
- Provide monthly project progress reports;
- Coach and mentor teams' members and users on best practices and provide knowledge transfer;
- Conduct stakeholder meetings; and
- Prepare input to presentations and executive briefings.

I.11 Technology Architect

- Conduct inventory of current CBSA environment, including workloads, services, data, network and infrastructure deployed;
- Conduct cloud assessments and analysis of workloads and services to determine which workloads are good candidates for migration;
- Map source environment resources/services to target cloud resource/service;
- Define and design appropriate to-be application, platforms, and hosting architectures in public clouds with connectivity to on-premises data centres;
- Conduct sizing activities;
- Design cloud architecture that meets key non-functional requirements (security, compliance, performance, resiliency, and availability);
- Support the migration of workloads and capabilities (e.g. Disaster recovery, archiving and backup) to cloud;
- Leverage cloud specific services (e.g. Web Application PaaS, Resource Manager, etc.) to implement desired cloud operating models and enable DevOps capabilities;
- Develop and document the proposed short and medium term cloud strategy for the selective migration to cloud services or alternative IT service delivery platforms;
- Ensure the integration of all aspects of cloud technology solutions:
- Provide support to applications and technical support teams in the proper application of existing infrastructure;
- Identify key issues that can be addressed and benefits that could be achieved with a selective migration to cloud services or alternative IT service delivery platforms;
- Design, document, and automate security and vulnerability incident response procedures;
- Design, document, and automate vulnerability assessment procedures; and
- Design, document, and automate OS and application patching and update procedures.

Agence des services frontaliers du Canada

Deliverables (List of expected deliverables to be produced or provided) Due Date TBD by Technical Authority as needed The Contractor will provide the following Deliverables: I.7 Platform Analyst CBSA cloud environments - Operational support procedures: document February 2021 the procedures used to monitor and notify CBSA Stakeholders (Application support area, management, other IT support areas). Cloud application security requirements document: document application March 2021 support issues and guidelines. Operational development workflow design - Cloud Operational Process: April 2021 Document best practices for troubleshooting application(s) and infrastructure issues in CBSA cloud environments, incident responses including those related to security. Operations infrastructure workflow documentation: Provide strategies. May 2021 designs, test suites, automation scripts and Infrastructure support. Streamline core operation report: reports include (but are not limited to) July 2021 audits, monitoring, billing, logging, configuration baselining, patching, incident management, and disaster recovery. Process-flow diagrams - Cloud Applications Operations: document the August 2021 multi-cloud application deployment and hosting. High-level design - Cloud Applications Operations: documenting the November 2021 multi-cloud application deployment and hosting. DevOps automation pipelines in cloud-native environments: Document January 2022 describing the cloud support and support scripts and implementation templates and scripts. **B.2 Business Architect** Business Control Data - Operations Strategy and Roadmap: document February 2021 describing the transition to the cloud roll out. Business Control Data - Capability to service mapping: document of the March 2021 mapping between the capabilities and the services enabling those capabilities. Travel Document Verification Service - Operations Strategy and April 2021 **Roadmap**: document description of the transition to the cloud roll out. Travel Document Verification Service - Capability to service mapping: May 2021 document of the mapping between the capabilities and the services enabling those capabilities. Data Acquisition System - Operations Strategy and Roadmap: document June 2021 description of the transition to the cloud roll out. Data Acquisition System - Capability to service mapping: document of the July 2021 mapping between the capabilities and the services enabling those capabilities.



Agence des services frontaliers du Canada

Requirements backlog to capabilities mapping: document of the mapping	
	August 2021
for the following cloud applications: Business Control Data; Travel	
Document Verification Service; and, Data Acquisition System.	
Target Operating Model (TOM): document of the current and the	November 2021
desired/target state of the cloud's operating model, with respect Business	
Control Data, Travel Document Verification Service and Data Acquisition	
System.	
Capabilities to Target Operating Model (TOM) component mapping :	January 2022
document of the cloud's mapping of the Business Control Data, Travel	
Document Verification Service and Data Acquisition System, with respect	
to the following elements: capacity; processes; people; infrastructure;	
governance; and, cost.	
I.11 Technology Architect	
Prototype data models: document describing the configuration for Trend	February 2021
Micro Deep Security, deploy test servers and migrate existing users and	
data to production instances of the application.	
Including the Buildbooks and Runbooks to capture the steps required to	
reproduce the deployment and operate the application.	
Deployment models for candidate cloud application reports: document	March 2021
Right Touch Air and Bond Room Ledger.	
High-level structure for Cloud Application Deployments workflow:	May 2021
document workflow processes using IaC(Infrastructure as Code) principles	•
and capture the CloudFormation and other code and configuration in the	
CodeCommit version control system.	
Roles and permissions models: document how users are to be managed,	August 2021
including the user access to the AWS and Azure cloud platforms.	
Preliminary Options Analysis (POA) – Cloud Application migration:	January 2022
document the options analysis of candidate cloud applications that	
function in a multi-cloud environment.	
· · · · · · · · · · · · · · · · · · ·	

The Deliverables as well as the Project monthly progress reports and any other reports agreed upon are to be confirmed with the Technical Authority prior to invoice submissions.

Invoices for maximum price work must be submitted in accordance with the terms and conditions outlined in the contract.



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

A. General Information / Informations	générales				
Contract Number / Numéro du contrat :	47419-206529 001	EL			
Contractor Name / Nom du Contracteur :	Dalian Enterprises	s and Coradix T	echnology	Consulting, in	Joint Venture
Task Authorization (TA) No. № de l'autorisation de tâches (AT)	Commitment No. Nº de l'engagement	Financial C Code finar	-	Date of Issuance Date d'émission	Response required by Réponse requise d'ici le
2021002221	1000356722	CC: 190810000 Fund: 2001, Functional Area: 30700 2021-01-28			2021-02-04
B. For Amendments Only / Aux fins de	modification seuler	<u>nent</u>			
Amendment No. / № de la modification :					
C. TA Requirements / Exigences relati	ves à l'AT				
Required Resource(s) / Ressource(s) requise((s)				
Category and Level Catégorie et Niveau		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique		Required Level(s) of Security / Niveau(x) de sécurité requis
Project Executive - L3			English		Reliability / Fiabilité
Statement of Work (tasks, deliverables, report	ts, etc.) / Énoncé des trav	aux (tâches, livrable	s, rapports, et	c.):	
See attached / Voir pièce jointe					
Period of Services / Période de service: Initial Start Date / Date de début initiale :	01-Apr-2021] Ini	tial End Date	Date de fin initiale :	07-Aug-2021
Extented End Date (See Reason for the Amer		J			07-Aug-2021
				,	
Option To Extend Initial End Date / Option pour prolonger la date de fin initiale Optional End Date(s) / Date(s) de fin optionnelle(s) Status / Statut					
optional 2nd Bate(e), Bate(e), ac in					
			O Ir	n Effect / en vigueur	
Travel Requirement(s) / Exigence(s) de	Travel outside the I	NCR required as	and when i	requested	
voyage : Work Location(s) / Lieu(x) de travail :	National Capital Re	·		-	

PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

Contractor Resource(s) and Estimated Note: once approved, only the following resources may provide services					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Fixed Cost Rate for the Project	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
Project Execuitve - L3					\$78,840.00
	1		<u>I</u> Estimated	L Cost / Coût estimatif	\$78,840.00
				HST	\$10,249.20
	Total Estimated Travel ar	nd Living Cost / Coût	total estimatif	de voyage et de vie	
		Total Esti	mated Cost /	Coût total estimatif	\$89,089.20
Check applicable Basis of Pa Cocher la Base de Paiement a	•	Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANA	DA / PARTIE 3 - AP	PROBATION DI	E L'AT PAF	R LE CANADA	
The client's authorization limit is \$300,000. When the amendments (excluding Applicable Taxes) is in excest be signed by the authorized client and forwarded to the Authority for authorization.	ss of this limit, the TA must	(excluant les taxes app	licables) dépass	·	de l'AT et ses modifications e signée par le client autorisé n
Name of Technical Authority / Nom de l'autorité technique MACDONALD CAMERON Digitally signed by MACDON, CAMERON Date: 2021 0128 13:38:23-05		Name of Contracting A	uthority / Nom d	e l'autorité contractante I	Date
CAMERON Date: 2021.01.28 13:38:23 - 05 Signature	_	Signature			
LECLAIR DDN: C=ca, O=go, C CN=LECLAIR MEA	LECLAIR MEAGAN VU=cora-adro, OU=PERSONNEL, GAN + 2017348101939252 uthor of this document ing location here 4:28:17				
PART 4 - CONTRACTOR SIGNATU	RE / PARTIE 4 - SIG	GNATURE DU C	ONTRACT	EUR	
Name and Title of individual authorized to sign on bel		Signature		I	Date



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (complété par le Responsable technique / Chargé du projet)

A. General Information / Informations générales							
Contract Number / Numéro du contrat :	47419-206529 001 EL						
Contractor Name / Nom du Contracteur : Dalian Enterprises and Coradix Technology Consulting, in Joint Venture							
Task Authorization (TA) No. N⁰ de l'autorisation de tâches (AT)	Commitment No. № de l'engagement	Financial Coding Code financier	Date of Issuance Date d'émission	Response required by Réponse requise d'ici le			
2021002221	1000356722	CC: 190810000 Fund: 2001, Functional Area: 30700	7/8/2021	7/9/2021			

B. For Amendments Only / Aux fins de modification seulement

Amendment No. / No de la modification : 001

The work as identified in the original SOW is still ongoing. In order to complete the work, this amendment 001 is issued for the following changes:

1. Extend the TA end date from August 7, 2021 to March 31, 2022.

C. TA Requirements / Exigences relatives à l'AT

- 2. Increase the TA value from \$78,840.00 to \$179,580.00, an increase by \$100,740.
- 3. Increase Estimated Days from

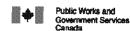
SOW remains unchanged. All other terms and conditions remains unchanged.

Required Resource(s) / Ressource(s) requise	(s)				
Category and Level Catégorie et Niveau		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis	
Project Executive - L3		English	Reliability / Fiabilité		
Statement of Work (tasks, deliverables, report	ts, etc.) / Énoncé des trav	vaux (tâches, livrables	s, rapports, etc.):		
See attached / Voir pièce jointe					
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :	01-Apr-2021	Init	tial End Date / Date de fin initiale :	07-Aug-2021	
Extented End Date (See Reason for the Amer	•	ງ ongée (voir Raison p	our la modification):	31-Mar-2022	
☐ Option To Extend Initial End Date / Optio	n pour prolonger la date	de fin initiale	'		
Optional End Date(s) / Date(s) de fil	n optionnelle(s)		Status / Statut		
	O In Effect / en vigueur				
Travel Requirement(s) / Exigence(s) de voyage :	Travel outside the NCR required as and when requested				
Work Location(s) / Lieu(x) de travail :	National Capital Re	egion			

PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

Contractor Resource(s) and Estimated Note: once approved, only the following resources may provide services or					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Fixed Cost Rate for the Project	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
Project Execuitve - L3	-				\$179,580.00
	1		Estimated	L Cost / Coût estimatif	\$179,580.00
				нѕт	\$23,345.40
	Total Estimated Travel ar	nd Living Cost / Coût	total estimatif	de voyage et de vie	
		Total Esti	mated Cost /	Coût total estimatif	\$202,925.40
Check applicable Basis of Pa Cocher la Base de Paiement a	•	Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	
be signed by the authorized client and forwarded to th Authority for authorization. Name of Technical Authority / Nom de l'autorité technique	Date	Name of Contracting A	suthority / Nom d	e l'autorité contractante	Date
YOUNG MEGAN Digitally signed by YOUNG MEGAN Date: 2021.07.28 17:49:46					
Signature	-	Signature			
LECLAIR DDN: C=ca, O=gc, On=LECLAIR ME	LECLAIR MEAGAN OU=ccra-adrc, OU=PERSONNEL, AGAN + =2017348101939252 author of this document ning location here 13-58-82	-			
PART 4 - CONTRACTOR SIGNATU	RE / PARTIE 4 - SIG	GNATURE DU C	ONTRACT	EUR	
Name and Title of individual authorized to sign on ber Nom et titre Signature de la personne autorisée à sign		Signature			Date

PART 1 (complété par le Responsable technique / Chargé du projet) A. General Information / Informations générales Contract Number / Numéro du contrat : 47419-226879-001 Contractor Name / Nom du Contracteur : TPG Task Authorization (TA) No. / Nº Commitment No. / Nº de Financial Coding / Code Date of Issuance / Date Response required by / de l'autorisation de tâches (AT) : l'engagement: financier: d'émission : Réponse requise par : 2021002236 1000355810 181382000, 2001, 10400 January 28, 2021 February 1, 2021 B. For Amendments Only / Aux fins de modification seulement Amendment No. / No de la modification : Reason for the Amendment / Raison pour la modification : C. TA Requirements / Exigences relatives à l'AT Required Resource(s) / Ressource(s) requise(s) **Estimated Level of** Effort (days) / Niveau Linguistic Profile / Profile Required Level(s) of Security / Category / Catégorie Level / Niveau d'effort estimatif linguistique Niveau(x) de sécurité requis (jours) **Business Analyst** 3 English / Anglais Secret Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.) STATEMENT OF WORK 1.0 TITLE B.1 - Business Analyst, Level 3 2.0 OBJECTIVE The Canada Border Services Agency (CBSA) requires a variety of Information Management (IM)/Information Technology (IT) professional services resources with knowledge and experience supporting and assisting with Government of Canada business application, infrastructure and systems projects. The purpose of these services is to augment capacity in the planning and execution of departmental IM/IT initiatives managed by the Information, Science and Technology Branch and the Traveller's Branch supporting the Traveller's Program, on an as and when required basis. IM/IT expertise and support services are required to provide expert level advice and thought leadership in specific technologies, processes, applications, and integrated programs interdepartmentally and with other stakeholders accountable for IM/IT initiatives. This includes, but is not limited to, implementation suggestions, identification of road maps for way forward, expertise/guidance on evolving technologies/mandates and risk initiatives, and IM/IT professional services on critical business application, infrastructure and systems on an as and when required basis. This will ensure a third party independent view required to provide feedback, monitoring and expertise/recommendations to ensure the technology component of projects progresses as required.



3.0 BACKGROUND

CBSA is responsible for providing integrated services supporting national security and public safety priorities while facilitating the free flow of people and goods. CBSA manages this priority through its design, development, implementation and ongoing support of IM/IT tools and systems at the Agency, while maintaining the integrity and availability of all technology infrastructures and applications.

The Information, Science and Technology Branch (ISTB) provides technology leadership of corporate business applications and IT programs at CBSA. ISTB provides delivery of technology products, applications and services to meet business needs while investing in modern IT infrastructure to maintain, build on and innovate current and future IM/IT Agency initiatives. The Traveller's Branch provides program, policy and project management oversight on the Traveller's Programs and its supporting IT projects.

The Travellers Program currently leverages more than 40 IT assets, many of which are mission critical systems, and allow the Agency to manage the flow of people at border entry points. The program includes major projects with Treasury Board oversight.

The key to successful project implementation is adherence to effective delivery principles and active communication. Working with various partners, such as Shared Services Canada (SSC), CBSA ensures all required IM/IT initiatives are strategically aligned with operational requirements and are delivered on time and on budget. CBSA is seeking IM/IT professional services on an as and when required basis to ensure that the project product or service meets the business needs and objectives.

4.0 SCOPE OF THE WORK

The contractor must provide business analysis services on an as and when required basis in the National Capital Region (NCR) as initiated through Task Authorizations. Projects may be in any of the following stages: inception, identification, in the midst of work, or delivery.

5.0 TASKS

Tasks may include, but will not be limited to the following:

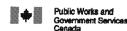
- Develop and document Business Requirements Documents, Business Use Cases, Business Requirements Traceability Matrices and other related requirement documentation;
- b) Perform business analysis of existing and proposed business processes to determine and document functional requirements, non-functional requirements, business information objects, decisions flows, etc.;
- Lead business requirements gathering sessions with stakeholders;
- Establish acceptance test criteria and support user testing;
- Support and use of the CBSA's business analysis methodologies and products;
- Participate in change impact analysis and change management activities;
- Perform impact analysis of project changes;
- Collaborate with business and technical architecture resources on related projects;
- Coach, mentor and train the organization to perform any of the above; and,
- Support and use the selected departmental methodologies (e.g. SLMF).

Other common tasks may include, but will not be limited to the following:

- · Work with a variety of stakeholders, provide expert IM/IT best practice advice/solutions for Traveller's Program projects,
- Provide IM/TT documentation such as Statement of Requirements (SOR), project plans, feasibility reports, schedules, project management plans, risk management plans and lessons learned;
- Develop and maintain systems for the management and control of IM/IT requirements on projects in a manner compatible with client standards and guidelines. This includes communications and consultations with various stakeholders in the process;
- Support the Project Authority to oversee the change management process for IM/IT requirements;
- Provide monthly project progress reports;
- Coach, and mentor teams' members and users on best practices and provide knowledge transfer.
- · Conduct stakeholder meetings; and
- Work with project teams and other stakeholders, manage the IM/IT requirements on projects.

6.0 DELIVERABLES

Deliverables may include, but will not be limited to the following:



Business Requirements Documents

- Business Requirements Traceability Matrix
- Business Use Cases:
- User Stories:
- Test Plans, Strategies and Cases;
- Requirements Analysis documents;
- Requirements Management Plans;
- Presentations for project stakeholders and senior management;
- Business Process Diagrams;
- Other requirements Documentation according to CBSA's set of best practices, standards and methodologies;

Other common deliverables may include, but will not be limited to the following:

- Written and verbal advice;
- Knowledge transfer;
- Issues papers/Briefing Notes;
- Presentation decks and materials:
- Meeting facilitation and reports (e.g. monthly progress reports);
- Guides, manuals, reports to be disseminated to various stakeholders as required;
- Meeting agendas, schedules and minutes;
- Activity reports;
- Conversation notes, design documentation, change management documentation, site inspection reports and other work requested under the Task Authorization.

Deliverables must be submitted in hard and soft copies in the appropriate formats (e.g. MS Office Suite applications) as identified in the TA. All electronic deliverables must comply with departmental software standards, currently MS Office Suite latest version. Deliverables must adhere to CBSA's requirements frameworks, processes and templates as applicable. Where required, CBSA will provide the Contractor with the required forms and templates to meet these standards.

All documents developed and/or updated by each of the Contractor's resources must be provided to the Project Authority for review, approval, and signatures (as required).

7.0 CLIENT SUPPORT

The client will provide all documentation and information necessary for the Work.

8.0 LANGUAGE REQUIREMENTS

While proposed resources must be fluent in English, there may be a requirement for specific resources to be fluent in both official languages, which will be specified in the TA.

9.0 WORK LOCATION

The contractor must be willing and able to accept a flexible work arrangement, which may include any or all of the following:

- Shared cubicles when working on-site within the National Capital Region (NCR)
- Use of collaborative work spaces
- Working remotely off-site

CBSA will provide, subject to security requirements, and only to the specified resource personnel, access to identified database or applications residing on CBSA computers or networks for the sole purpose of executing tasks associated with this Contract. CBSA, at its sole discretion, will identify the nature and characteristics of such access.

10.0 TRAVEL

No travel related expenses or living expenses will be provided for travel to or from CBSA offices or sites within the NCR. The Contractor resources may



be required to visit facilities site local	tions and co	onstruction	sites outside	the NCR	•					
										900
Period of Services / Période de serv	/ice:	***************************************						••••••••••••••••••••••••••••••••••••••		
Initial Start Date / Date de début initia	Date de début initiale : March 1, 2021 Initial End Date / Date de fin initiale :				March 31, 2023					
Extented End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :										
Option To Extend Initial End Date	/Option po	our prolong	er la date de	fin initial	e					
Travel Requirement(s) / Exigence(s) de voyage : N/A										
Work Location(s) / Lieu(x) de travail :	on(s) / Lieu(x) de travail : Within the National Capital Region									
PART 2 (completed by the Contractor and/or the	e Technical/Projec	ct Authority) /	PARTIE 2	· (complété pa	ar le Contrac	teur et/ou le Respons	sable technique / Charge	du projet)		
A. Contractor Resource(s) / Ress	OUrce(s) d	lu Contrac	teur	urvée seules l	es ressource	K GI INSTITUTE PAI WANT	For implement consists and constraints	la nationata AT		
Name / Nom		ry / Catégor	Loyal / Linguistic Profile / Loyal of Sam		Level of Securit		PWGSC Security File No. / № du dossier de sécurité TPSGC			
	Busin	ess Analyst	Analyst 3							+
B. Estimated Cost / Coût estimatif										
Category / Catégorie		Level / Niveau	Per Diem Rate / Taux journalier		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)		Total Cost / Coût estimatif			
Business Analyst		3						\$300,000.00		
				****					4	
Estimated Cost / Coût estimatif						\$300,000.00				
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie						\$0.00				
Taxe % applied / % de taxes app	oliquées	14.975 Applicable Taxes / Taxes applicables					\$44,925.00			
Total Estimated Cost / Coût total estimatif					\$3	44,925.00				



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.	En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.				
The client's authorization limit is . When the value of a TA and its amendments (Including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du client est . Lors (incluant la TPS/TVH) dépasse cette limite, l'AT doit ét l'autorité contractante de TPSGC pour autorisation.	sque la valeur de l'AT et ses modifications re signée par le client autorisé et transmise à			
Name of Authorized Client / Nom du Client autorisé Date NEWBURY RUSSELL Digitally signed by NEWBURY RUSSELL Date: 2021.02.25 13:13:38 - 05'00'	Name of Contracting Authority / Nom de l'autorité contractante Cornelisse, Alexander Deptit, et consisse, Alexander C = CAO = (CC OL = PMGSC-TPSGO CDE = CAC CDE C	Date			
Signature	Signature				
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGN	ATURE DU CONTRACTEUR				
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur	Signature	Feb 24, 2021			



Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)							
A. General Information / Informations géné	<u>rales</u>						
Contract Number / Numéro du contrat : 47060-15	2116/001/EL						
Contractor Name / Nom du Contracteur : IBM Cana	da Limited						
Task Authorization (TA) No. / N° Commitment No. / N° de Financial Coding / Code Date of Issuance / Date Response required by / de l'autorisation de tâches (AT) : l'engagement : financier : d'émission : Réponse requise par :							
2021002315 1000356823	195020070, C-00053-24 Feb 4, 2021 Feb 8, 2021						
B. For Amendments Only / Aux fins de modi	fication seule	<u>ement</u>					
Amendment No. / Nº de la modification :							
Reason for the Amendment / Raison pour la modifi	cation :						
C. TA Requirements / Exigences relatives à l Required Resource(s) / Ressource(s) requise(s)	<u>'AT</u>						
nequired nesource(s) / nessource(s) requise(s)		F					
Category / Catégorie	Category / Catégorie Level / Niveau Level / Niveau Category / Catégorie Estimated Level of Effort (days) / Niveau d'effort estimatif (jours) Linguistic Profile / Profile Required Level(s) of Security / Niveau(x) de sécurité requis						
Application/Software Architect - IBM Integration Bu (IIB) - Enterprise Service Bus (ESB)	s 3		English / Anglais	Secret +			
Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des t	ravaux (tâches, livrables	s, rapports, etc.)				
Period of Services / Période de service:							
Initial Start Date / Date de début initiale :	b 8, 2021	Initial End Da	te / Date de fin initiale :	Mar 31, 2021			
Extented End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :							
Option To Extend Initial End Date / Option pour prolonger la date de fin initiale							
Travel Requirement(s) / Exigence(s) de voyage :	N/A						
Work Location(s) / Lieu(x) de travail : Work will be performed remotely and on a per needed basis in the NCR at 333 North River F							
PART 2 (completed by the Contractor and/or the Technical/Project A	/ DAD 7	TIF 2					
A Contractor Resource(s) / Resource(s) du		Complete par le Contract	eur ev ou ie kesponsable technique / Ch	arye ou projet)			

Note: once approved, only the following resources may provide services under this TA. / Nota : une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.



Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Name / Nom	Cateo	gory / Catégor	ie	Level / Niveau			Level of Security de sécurité	y / Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	
	3						+			
B. Estimated Cost / Coût es	<u>timatif</u>									
Category / Catégori	ie	Level / Niveau		m Rate / ⁻ urnalier	Гаих	(days) / N	Level of Effort iveau d'effort atif (jours)	Total Cos estimatif		
+ Application/Software Architect - IBM - gration Bus (IIB) - Enterprise Service Bus (ESB) 3								\$62,076.38		
					Е	stimated Cost	if \$62,076.38			
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vi						e \$0.00				
Taxe % applied / % de taxes appliquées 13.000 Applicable Taxes / Taxes applicables						s \$8,069.93		•		
				Tot	al Estima	ited Cost / Co	ût total estimatif	\$	70,146.30	
PART 3 - TA APPROVAI	L BY CANAI	DA / PART	IE 3 - AP	PROB <i>A</i>	ATION	DE L'AT P	AR LE CANA	IDA		
By signing this TA, the authorized client a certify(ies) that the content of this TA is ir							le client autorisé et/o e AT est conforme aux		ntractante de TPSGC u contrat.	,
The client's authorization limit is \$300,000 (including GST/HST) is in excess of this lin forwarded to the PWGSC Contracting Aut	nit, the TA must be s	igned by the auth		nd (inclua	ant la TPS/T		e limite, l'AT doit être		e l'AT et ses modificatio client autorisé et transi	
Name of Authorized Client / Nom du client autorisé Date PETIT SEBASTIEN Digitally signed by PETIT SEBASTIEN Date: 2021.02.05 13:44:31 -05'00'				Name of Contracting Authority / Nom de l'autorité contractante			Date			
Signature Signature				Signat	ture					
PART 4 - CONTRACTOR	RSIGNATUI	RE / PART	IE 4 - SIG	NATU	RE DU	CONTRAC	TEUR			
Name and Title of individual authorized de la personne autorisée à signer au no			Nom et titre	Sign	ature			Date		

CONTENT OF A STATEMENT OF WORK (SOW)

TITLE	Application/Software Architect Level 3
	Specialty in IBM Integration Bus (IIB) – Enterprise Service Bus (ESB)
OBJECTIVE	Provide CBSA with the technical expertise to design, develop, deploy and maintain both the Service Oriented Services' platform including the integration with an Enterprise Service Bus
BACKGROUND	The Canada Border Services Agency (CBSA) is undertaking an ambitious transformation agenda in support of various initiatives and Border modernization efforts. The Information, Science and Technology Branch (ISTB) support these efforts with oversight and alignment of major capital projects and the associated information technology solutions.
	In order to advance that agenda, ISTB has developed an enterprise vision to guide the planning, development, and implementation of enterprise IT assets to improve the management of its portfolio of systems, projects and services including the alignment of business solutions in portfolios for Travelers, Commercial, Common and Corporate projects.
	The Enterprise Collaboration and Digital Services Directorate (ECDS) contributes to that transformation and is responsible to plan, facilitate, and architect the on-going transition to the SOA Platform Services (SOAPS), an Enterprise Building Block, in collaboration with its Service Delivery Agents (SDA). SOAPS will be leveraged by initiatives like Enterprise Resolution and Assessment Services (ERASS), Fuzzy Search Onboarding, Integration with IBQ, Dynamic Risking (DR), the Passengers Passage Protection (PPP) project, the App/Mod initiative which consists of the migration of business applications to the Cloud, and the Commercial Assessment Revenue Management (CARM).
	Some of the key aspects of the ECDS work consists in providing and guiding the solution architecture leading to better technology decisions. That includes proper integration of SOAPS technical components with current infrastructure and systems while keeping the security, reliability, and scalability dimensions at the heart of our proposed solutions. Among other things, ECSD proposes solutions that leverage the existing Enterprise Service Bus (ESB), Business Rules Management System, and the orchestration of existing and future web services.
SCOPE	Level of Effort to deliver the required deliverables is assumed to be 32 days over a period of 2 months.
TASKS	The Contractor must provide the professional services to perform the following tasks and deliver the following project deliverables, first in draft format, to be followed by a final product incorporating the project manager (or their delegate's).

CBSA - Released under the Access to Informa ASFC - Divulgation en vertu de la loi sur l'Accè

	It is the Contractor's responsibility to identify the resources and the respective level of effort required to perform the following tasks and complete the following deliverables.					
	The Contractor may be required to perform, but not limited to, the following:					
	Provide CBSA with technical expertise and guidance on the following topics:					
	- Architecture that includes integration Enterprise Service Bus with other IBM SOA suite components (BPM, ODM Standard and Advanced) as well as with current and future CBSA information systems;					
	Infrastructure and application architecture supporting high availability					
	 and disaster recovery; ESB security frameworks and integration with CBSA security policy and identity stores; and 					
	Architecture best practices and guidelines;					
CONSTRAINTS	None					
CLIENT SUPPORT	The contractor will be provided with a CBSA user ID, password, workstation and e-mail address and other materials (supporting documentation) as required. CBSA will prove each resource with a building access pass, network account when working in CBSA premises.					
DELIVERABLES & ASSOCIATED SCHEDULE	The following suggested delivery schedule should be considered by the Contractor in the development of their project plan (including the assignment of the resources and their respective level of effort). CBSA is willing to accept revisions to this schedule if justified by the Contractor.					
	The Contractor may be required to deliver, but not limited to, the following:					
	Review, comment and, if necessary, update the following documents using CBSA approved templates and notation:					
	Review of the following Architecture and Design Specification documents - CARM R2 R1160 integration with A2A in February 2021.					
	Review the FSS Onboarding strategy including the ones related to the CARM R2 R1160 integration with A2A in February 2021.					
	 Update Project plans for current and projected projects involving SOA implementation including applications scheduled for ERASS From February 2021 to end of March 2021. 					
	Contribute to the API Management Framework and propose options to leverage APIs within the ERASS service within the context of the API Management Centre of Excellence (COE) –					

	From February 2021 to end of March 2021.	
	Update the SOAPS security framework documents – From February 2021 to end of March 2021.	
	Develop best practices, guidelines, standards and procedure documentation for items listed in the task list using CBSA approved templates - From February 2021 to end of March 2021.	
WORK LOCATION	Work will be performed remotely and on a per needed basis in the National Capital Region at 333 North River Road, Ottawa.	
TRAVEL REQUIREMENTS	Travel Not Required.	
LANGUAGE REQUIREMENTS	Linguistic Profile: English	



Travaux publics et Services gouvernementaux Canacta

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Application/Software Architect - IBM Integration Bus (IIB) - Enterprise Service Bus (ESB) Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.) Period of Services / Période de service:					<u>ales</u>	<u>ons généra</u>	matic	n / Infor	General Information
Task Authorization (TA) No. / No Commitment No. / No de Financial Coding / Code d'émission: Réponse requirer de l'autorisation de tâches (AT): l'engagement: financier: d'émission: Réponse requirer Réponse requirer d'émission: Réponse requirer d'émission: Réponse requirer Réponse requirer Réponse requirer d'émission: Réponse requirer reponse requirer Réponse requirer reponse requirer reponse requirer reponse requirer reponse requirer reponse requirer reponse req	Contract Number / Numéro du contrat : 47060-152116/001/EL								
de l'autorisation de tâches (AT): l'engagement: financier: d'émission: Réponse requise p. [2021002315] [1000356823] [195020070, C-00053-24] [Feb 4, 2021] [Feb 8, 2021] B. For Amendments Only / Aux fins de modification seulement Amendment No. / Nº de la modification: [1] Reason for the Amendment / Raison pour la modification: [This amendment is raised to add to the level of effort] C. TA Requirements / Exigences relatives à l'AT Required Resource(s) / Ressource(s) requise(s) Category / Catégorie					a Limited	IBM Canad	cteur :	lu Contra	ntractor Name / Nom du
B. For Amendments Only / Aux fins de modification seulement Amendment No. / Nº de la modification : This amendment / Raison pour la modification : This amendment is raised to add to the level of effort C. TA Requirements / Exigences relatives à l'AT Required Resource(s) / Ressource(s) requise(s) Category / Catégorie Category / Catégorie Level / Niveau d'effort estimatif (jours) Application/Software Architect - IBM Integration Bus (IBB) - Enterprise Service Bus (ESB) Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)	•			_					
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Amendment No. / No de la modification : Reason for the Amendment / Raison pour la modification : This amendment is raised to add to the level of effort C.TA Requirements / Exigences relatives à l'AT Required Resource(s) / Ressource(s) requise(s) Category / Catégorie Level / Niveau d'effort estimatif (jours) Application/Software Architect - IBM Integration Bus (IIB) - Enterprise Service Bus (ESB) 3 English / Anglais Secret Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.)									
Reason for the Amendment / Raison pour la modification : This amendment is raised to add to the level of effort C.TA Requirements / Exigences relatives à l'AT Required Resource(s) / Ressource(s) requise(s) Category / Catégorie Level / Niveau Estimated Level of Effort (days) / Niveau d'effort estimatif (jours) Level / Niveau Application/Software Architect - IBM Integration Bus (IIB) - Enterprise Service Bus (ESB) Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.) Period of Services / Période de service:				<u>ment</u>	ication seulei	de modifi	x fins	nly / Au	For Amendments Or
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Category / Catégorie Level / Niveau d'effort (days) / Niveau d'effort estimatif (jours) Linguistic Profile Profile linguistique Niveau(x) de sécurité requirement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.) Period of Services / Période de service:					<u>AT</u>	atives à l'A	es rela	<u>Exigenc</u>	TA Requirements / E
Category / Catégorie Level / Niveau d'effort estimatif (jours) Application/Software Architect - IBM Integration Bus (IIB) - Enterprise Service Bus (ESB) Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.) Period of Services / Période de service:						ise(s)) requi	ssource(s	quired Resource(s) / Res
(IIB) - Enterprise Service Bus (ESB) Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.) Period of Services / Période de service:		Category / Catégorie Level / Niveau Level / Niveau d'effort (days) / Niveau Linguistic Profile / Profile Required Level(s) of Security Niveau(x) de sécurité requis							
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			, rapports, etc.)	avaux (tâches, livrables	/ Énoncé des tra	eports, etc.) ,	bles, re	, delivera	atement of Work (tasks,
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initial Start Date / Date de debut initiale: [reb 6, 2021 Initial End Date / Date de III initiale: [war 51, 2021	Period of Services / Periode de service: Initial Start Date / Date de début initiale : Feb 8, 2021 Initial End Date / Date de fin initiale : Mar 31, 2021								
First and Find Poets (Con Poesson fourth a Association and Association (Control of Control of Contr									
Extented End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :									
Option To Extend Initial End Date / Option pour prolonger la date de fin initiale									
Travel Requirement(s) / Exigence(s) de voyage : N/A					N/A	yage :) de vo	xigence(s	avel Requirement(s) / Exi
Work Location(s) / Lieu(x) de travail : Work will be performed remotely and on a per needed basis in the NCR at 333 North Ri	h River Rd	in the NCR at 333 North F	and on a per needed basis i	e performed remotely	Work will b		l:	de travai	ork Location(s) / Lieu(x) c
					<u> </u>				

Note: once approved, only the following resources may provide services under this TA. / Nota : une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.



Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Name / Nom	le / Nom Category / Categorie Society So			Level of Securit de sécurité	·					
	Application/S Integration Bus	oftware Archi s (IIB) - Enterpr Bus (ESB)		3						+
B. Estimated Cost / Coût es	timatif									
Category / Catégori	e	Level / Niveau		m Rate / ⁻ urnalier	Гаих	(days) / N	Level of Effort iveau d'effort atif (jours)	Total Cos estimatif		
	+ Application/Software Architect - IBM gration Bus (IIB) - Enterprise Service Bus (ESB)						\$78,276.38			
					E:	stimated Cost	t / Coût estimatif	\$	78,276.38	
	Total E	stimated Trav	el and Livin	g Cost / C	oût total	l estimatif de	voyage et de vie		\$0.00	
Taxe % applied / % de tax	es appliquées	13.000			Applica	able Taxes / T	axes applicables	\$	10,175.93	
	li ee			Tot	al Estima	ted Cost / Co	ût total estimatif	\$	88,452.30	
PART 3 - TA APPROVAI	L BY CANAI	DA / PART	IE 3 - AP	PROB <i>A</i>	NOIT	DE L'AT P	AR LE CANA	IDA		
By signing this TA, the authorized client a certify(ies) that the content of this TA is ir							le client autorisé et/o e AT est conforme aux		ntractante de TPSGC lu contrat.	
The client's authorization limit is \$300,000 (including GST/HST) is in excess of this lin forwarded to the PWGSC Contracting Aut	nit, the TA must be s	igned by the auth		nd (inclua	ant la TPS/T		e limite, l'AT doit être		le l'AT et ses modificatic client autorisé et transr	
Name of Authorized Client / Nom du cli SMITH KERF Signature			"H KERRY 56 -04'00'	l'autoi	ité contrac	ting Authority / N tante	Digitally signed by CLOUTIER \ DN: C#ca. O=c. OU#ccra-adro	document nere	LOUTIER YVES +	
PART 4 - CONTRACTOR	RSIGNATUI	RE / PARTI	E 4 - SIG			CONTRAC	TEUR			
Name and Title of individual authorized de la personne autorisée à signer au no			Nom et titre	Sign	ature			Date		



Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (completé par le Responsable technique / Chargé du projet)

A. General Information / Informations gé	enérales						
Contract Number / Numéro du contrat :	 47419-198132/001	/EL					
Contractor Name / Nom du Contracteur :	TEKSYSTEMS CA	ANADA					
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT) :	Commitment No. N° de l'engagement :	Financial C Code finan	Response required by Réponse requise d'ici le :				
2021002344	1000356453	190830000/20 74907		15-Jan-21	19-Jan-21		
B. For Amendments Only / Aux fins de n	nodification seulemen	<u>t</u>					
Amendment No. / № de la modification :							
Reason for the Amendment / Raison pour la mo	dification :						
C. TA Requirements / Exigences relative	es à l'AT						
Required Resource(s) / Ressource(s) requise(s)							
Category and Level Catégorie et Niveau		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)		c Profile / Profile nguistique	Required Level(s) of Security / Niveau(x) de sécurité requis		
I.1 Data Conversion Specialist (Cloud Data Migrations) - Level 3			English Reliabili Fiabilit				
I.1 Data Conversion Specialist (Cloud Data Migrations) - Level 3			Reliability / Fiabilité				
Statement of Work (tasks, deliverables, reports,	etc.) / Énoncé des travaux	κ (tâches, livrables, ra	apports, etc.)				
See attached / Voir pièce jointe							
Period of Services / Période de service:							
Initial Start Date / Date de début initiale :	22-Feb-2021	-2021 Initial End Date / Date de fin initiale : 21-Feb-2022					
Extented End Date (See Reason for the Amenda	ment) / Date de fin prolong	gée (voir Raison pour	la modificatio	nn):			
☐ Option To Extend Initial End Date / Option	pour prolonger la date de t	fin initiale					
Optional End Date(s) / Date(s) de fin	optionnelle(s)		St	atus / Statut			
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Travel Requirement(s) / Exigence(s) de voyage	n/a NCR – work remot	volv. off oit-					
Work Location(s) / Lieu(x) de travail :	INU.R — WORK REMOT	PIV OIL SITA					

PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

Contractor Resource(s) and Estimated Co					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
I.1 Data Conversion Specialist (Cloud Data Migrations) - Level 3					\$270,000.00
I.1 Data Conversion Specialist (Cloud Data Migrations) - Level 3					\$270,000.00
			Estimated	I Cost / Coût estimatif	\$540,000.00
			Applicabl	e Taxes HST @ 13%	\$70,200.00
	Total Estimated Travel	and Living Cost / Coû	it total estimat	if de voyage et de vie	\$0.00
		Total Est	imated Cost /	Coût total estimatif	\$610,200.00
Check applicable Basis of Payl Cocher la Base de Paiement app		Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	
The client's authorization limit is \$300,000. When the val amendments (excluding Applicable Taxes) is in excess of signed by the authorized client and forwarded to the PW for authorization. Antonio Utano Name of Technical Authority / Nom de l'autorité technique MACDONALD Digitally signed by MACDONALD CAMERON	f this limit, the TA must be GSC Contracting Authority	modifications (excluant les taxes app autorisé et transmise à Name of Contracting A	licables) dépass l'autorité contra uthority / Nom d	0,000 \$. Lorsque la valeu se cette limite, l'AT doit êt ctante de TPSGC pour a e l'autorité contractante	tre signée par le client utorisation Date
Date: 2021.02.05 13:52:24 -05'00' Signature	-	Signature	olivana _c	oigitally signed by Mansou Date: 2021.02.05 16:04:25	-05'00'
Name of the representative from Canada Border Services Agency Nom du représentant de l'Agence des services frontaliers du Canada	Date	•			
Signature	-				
PART 4 - CONTRACTOR SIGNATURE	E / PARTIE 4 - SIGN	NATURE DU CO	NTRACTE	UR	
		•	-		2021-01-19
Name and Title of individual authorized to sign on behalf Nom et titre Signature de la personne autorisée à signer		Signature			Date

Statement of Work

Contract Number	Task Authorization Number
47419-198132/001/日	2021002344

Category / Level

RESOURCE CATEGORY	LEVEL OF EXPERTISE
I.1 Data Conversion Specialist (Cloud Data Migrations) – Level 3	Level 3

Objectives (High-level description of expected outcome)

As part of the Canada Border Services Agency (CBSA) - Application Modernization project, the above listed resources are required to provide advice, engage stakeholders (Business, IT applications and Cloud Vendors) and coordinate activities to facilitate the implementation of Data Analytics Platform, Data Engineering, Data Pipeline Development and Machine Learning Model/Algorithm Operationalization on the new cloud platforms with cloud computing technologies.

Scope of Work (An overview of the work that needs to be done)

The two Data Conversion Specialist (Cloud Data Migrations) will provide IT Professional Services on the CBSA Cloud environments (AWS and Azure), as part of the Application Modernization project.

The Contractor must complete the deliverables outlined in this statement of work through IM/IT professional services with the resource categories mentioned above.

Tasks

Tasks will include, but not be limited to the following:

I.1 Data Conversion Specialist (Cloud Data Migrations)

- Research, analyze, recommend and select technical approaches to address challenging application data issues for applications in the public cloud environment;
- Provide guidance on how to limit the cost to the organization of cloud operations (scalability, filtering data before transmit etc.):
- Collaborate on the development of implementation plans for appropriate solutions to the transformation and migration of or access to legacy data in the public cloud environment;
- Collaborate on the development of deployment strategies for cloud application architectures that include storage solutions and load balancing to ensure scalable performance;
- Develop innovative solutions to complex business and technology problems;
- Plan, develop and execute data migration strategies;
- Help design and implement cloud architectures and configurations;
- Collaborate with other architects to design and build solutions to migrate existing applications and their databases from an in-premise Data Center to a secure cloud environment
- Analyze current Mainframe and UNIX/LINUX databases and their environments (DB2 and Sybase), evaluate and plan migrations to a cloud-based database platform and/or design hybrid distributed database solutions for reliability and cost containment;
- Work with large scale databases (250+ GB);
- Work with data migration tools and develop and enhance PL/SQL scripts to migrate from source database to target database;
- Identity w orkarounds for specific issues, discrepancies and other scenarios observed during migration;
- Automate solutions for repeatable operational activities and procedures;
- Develop test plan and test cases to demonstrate database readiness and synchronization post migration;
- Work closely with application teams to ensure business functionality and SLAs are met;

Agence des services frontaliers du Canada

- Report of all projects / tasks to be documented in JIRA or other format through Project Plan and Tracking Report (as requested);
- Track defects, change requests and outstanding items through a tracking status reports;
- Consult for optimal design of database environments, analyze complex distributed production deployments, and make recommendations to optimize performance and manage costs;
- Develop and conduct quality and integrity tests to validate all aspects of the data pre and post migration;
- Conduct technical sessions for internal teams
- Review the most recent GC, Treasury Board Secretariat (TBS) and SSC cloud services guidelines relating to network security, and other related documents available at that time;
- Monitor industry trends to ensure that the departmental cloud implementation fit with government and industry directions for cloud technology;
- Support the planning and coordination of IM/IT project management activities for cloud adoption including all aspects of planning/coordination/quidance and process;
- Support the creation of various IMIT documentation such as Statement of Requirements (SOR), project plans, feasibility reports, schedules, project management plans, risk management plans and lessons learned:
- Formulate and manage the IM/IT project plans by defining deliverables, identifying and providing resources, identifying key milestones, reviewing project progress against milestones, and engaging ongoing risk management;
- Develop and maintain systems for the management and control of IWIT requirements on projects in a manner compatible with client standards and guidelines. This includes communications and consultations with various stakeholders in the process;
- Support the Technical Authority to oversee IM/T cloud initiatives and various IM/T initiatives;
- Support the Technical Authority to oversee the cloud change management process for IM/IT requirements;
- Provide monthly project progress reports;
- Coach and mentor teams' members and users on best practices and provide knowledge transfer;
- Conduct stakeholder meetings;
- Presentation decks of infrastructure components, impacts, strategies or statuses of the work items; and,
- Prepare input to presentations and executive briefings.

Deliverables (List of expected deliverables to be produced or provided) The Contractor will provide the following Deliverables:	Due Date TBD by Technical Authority as needed
I.1 Data Conversion Specialist (Cloud Data Migrations)	
Status reports – w eekly activity updates	Weekly
AWS - High Level Design (HLD) and Detail Design Document (DDD): functionality using AWS and interact with AWS services.	March 2021
Candidate Cloud Data Pipeline infrastructure-High Level Design (HLD) and Detail Design Document (DDD): including Chain of Trust.	April 2021
Candidate Cloud Data Pipeline infrastructure - Test Plans: documentation of all future testing efforts with regards to CCA.	May 2021
Candidate Cloud Data Pipeline infrastructure - Data flow diagrams	June 2021
Strategy and roadmap for the departments migration to the recommended cloud services environments	July 2021

submissions.



Agence des services frontaliers du Canada

Protected B compliant data lake/data warehouse design and automated scripts	August 2021
Deployment and configuration of infrastructure components documentation: facilitating production workload hosting in the Public Cloud accounts managed by the CBSA	September 2021
Integrate with On-Premises Data Sources - Preliminary Option Analysis (POA): document feasible designs of the Integrate with On-Premises Data Sources.	October 2021
	The Deliverables
	1
Reporting Requirements	as well as the Project weekly
Reporting Requirements The Contractor will provide the weekly reports as identified above to the Technical Authority.	as well as the



Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

A. General Information / Informations						
Contract Number / Numéro du contrat :	47419-198132/001	I/EL				
Contractor Name / Nom du Contracteur :	TEKSYSTEMS CA	ANADA				
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT) :	Commitment No. № de l'engagement :		Financial Coding Date of Issuance Code financier : Date d'émission :			
2021002434	1000356384	190830000/2001/30700/ 74907		13-Jan-21	15-Jan-21	
B. For Amendments Only / Aux fins de	modification seulemer	nt				
Amendment No. / N° de la modification :						
	modification :					
Reason for the Amendment / Raison pour la r	nodification .					
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C. TA Requirements / Exigences relati						
Required Resource(s) / Ressource(s) requise	(S)	1			T	
Category and Leve Catégorie et Nivea		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile		Required Level(s) of Security / Niveau(x) de sécurité requis	
A.7 Programmer/Analyst - Level 3			English Relia Fia			
A.7 Programmer/Analyst - Level 3			ı	English	Reliability / Fiabilité	
Statement of Work (tasks, deliverables, repor	ts, etc.) / Énoncé des travau	x (tâches, livrables, ra	pports, etc.)			
See attached / Voir pièce jointe						
Period of Services / Période de service:						
Initial Start Date / Date de début initiale :	22-Feb-2021] Ir	itial End Date	e / Date de fin initiale :	21-Feb-2022	
Extented End Date (See Reason for the Amer	ndment) / Date de fin prolonç	gée (voir Raison pour	la modificatio	n):		
☐ Option To Extend Initial End Date / Option	on pour prolonger la date de	fin initiale				
Optional End Date(s) / Date(s) de	Optional End Date(s) / Date(s) de fin optionnelle(s) Status / Statut					
			O In E	Effect / en vigueur		
Travel Requirement(s) / Exigence(s) de voyaç	ge : n/a					
Work Location(s) / Lieu(x) de travail :	NCR - work remot	tely off site				

PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

			Per Diem	Estimated Level of		
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Rate / Taux	Effort (days) / Niveau d'effort	Total Estimated Cos / Coût total estimatif	
			journalier	estimatif (jours)		
A.7 Programmer/Analyst - Level 3					\$241,200.00	
A.7 Programmer/Analyst - Level 3					\$241,200.00	
	l		Estimated	I Cost / Coût estimatif	\$482,400.00	
			Applicabl	e Taxes HST @ 13%	\$62,712.00	
	Total Estimated Travel	and Living Cost / Coû	it total estimat	if de voyage et de vie	\$0.00	
		Total Est	imated Cost /	Coût total estimatif	\$545,112.00	
Check applicable Basis of Pay Cocher la Base de Paiement ap		Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :		
PART 3 - TA APPROVAL BY CANAD	A / PARTIE 3 - APP	ROBATION DE	L'AT PAR I	LE CANADA		
By signing this TA, the authorized client authority and/or Authority certify(ies) that the content of this TA is in according the Contract. The client's authorization limit is \$300,000. When the value amendments (excluding Applicable Taxes) is in excess signed by the authorized client and forwarded to the PW for authorization.	ordance with the conditions lue of a TA and its of this limit, the TA must be	TPSGC atteste(nt) que La limite d'autorisation modifications (excluant les taxes app	le contenu de c du client est 300 licables) dépass l'autorité contra	lient autorisé et/ou l'autor ette AT est conforme aux 0,000 \$. Lorsque la valeu se cette limite, l'AT doit êt ctante de TPSGC pour a	x conditions du contrat. r de l'AT et ses tre signée par le client utorisation	
Antonio Utano		Mansour, Silvana Date: 2021.02.18 12:00:23 -05'00'				
UTANO ANTONIO ANTONIO	ue Date igned by UTANO 1.02.18 11:32:43 -05'00'	Name of Contracting A	uthority / Nom d	e l'autorité contractante	Date	
Signature	_	Signature			-	
Name of the representative from Canada Border Services Agency Nom du représentant de l'Agence des services frontaliers du Canada	Date	-				
Signature	_					
PART 4 - CONTRACTOR SIGNATUR	E / PARTIE 4 - SIGN	NATURE DU CO	NTRACTE	UR		
					2021-01-15	
	f of the Contractor /	Signature				

es services Contract: 47419-198132/001/EL

Statement of Work

Contract Number	Task Authorization Number		
47419-198132/001/EL	2021002434		

Category / Level

RESOURCE CATEGORY	LEVEL OF EXPERTISE
A.7 Programmer/Analyst	Level 3

Objectives (High-level description of expected outcome)

As part of the Canada Border Services Agency (CBSA) - Application Modernization project, the above listed resources are required to provide advice, engage stakeholders (Business, IT applications and Cloud Vendors) and coordinate activities to facilitate the implementation of Data Analytics Platform, Data Engineering, Data Pipeline Development and Machine Learning Model/Algorithm Operationalization on the new cloud platforms with cloud computing technologies.

Scope of Work (An overview of the work that needs to be done)

The Programmer/Analyst will provide IT Professional Services on the CBSA Cloud environments (AWS and Azure), as part of the Application Modernization project.

The Contractor must complete the deliverables outlined in this statement of work through IM/IT professional services with the resource categories mentioned above.

Agence des services frontaliers du Canada

Contract: 47419-198132/001/EL

Tasks

Tasks will include, but not be limited to the following:

A.7 Programmer/Analyst

- Create the conceptual, logical and physical designs for applications and their interoperability when hosted in a public cloud environment:
- Research, analyze, recommend and select technical approaches to address challenging development and integration problems with application architectures hosted within the public cloud environment:
- Provide guidance on how to limit the cost to the organization of cloud operations (scalability, filtering data before transmit etc.);
- Incorporate serverless design in application architectures;
- Design, develop and deploy highly available, elastic cloud services and applications using infrastructure as code:
- Design, develop and deploy database-as-a-service solutions;
- Review and analyze traffic flows and design and implement scaling parameters of infrastructure resources to keep costs low while still providing acceptable response times during peak usage;
- Design, develop and deploy cloud-based solutions that implement multi-factor authentication;
- Develop testing scenarios, scripts and participate in testing, as required, to ensure quality, performance and security;
- Review the most recent GC, Treasury Board Secretariat (TBS) and SSC cloud services guidelines relating to network security, and other related documents available at that time;
- Monitor industry trends to ensure that the departmental cloud implementation fit with government and industry directions for cloud technology;
- Assist the planning and coordination of IM/IT project management activities for cloud adoption including all aspects of planning/coordination/guidance and process;
- Support the creation of various IM/IT documentation such as Statement of Requirements (SOR), project plans, feasibility reports, schedules, project management plans, risk management plans and lessons learned:
- Formulate and manage the IM/IT project plans by defining deliverables, identifying and providing resources, identifying key milestones, reviewing project progress against milestones, and engaging ongoing risk management;
- Develop and maintain systems for the management and control of IM/IT requirements on projects in a manner compatible with client standards and guidelines. This includes communications and consultations with various stakeholders in the process;
- Support the Technical Authority to oversee IM/IT cloud initiatives and various IM/IT initiatives;
- Support the Technical Authority to oversee the cloud change management process for IM/IT requirements;
- Provide monthly project progress reports;
- Coach and mentor teams' members and users on best practices and provide knowledge transfer:
- Conduct stakeholder meetings; and
- Prepare input to presentations and executive briefings.

submissions.



Agence des services frontaliers du Canada

Deliverables (List of expected deliverables to be produced or provided) **Due Date** TBD by Technical The Contractor will provide the following Deliverables: Authority as needed A.7 Programmer/Analyst (Cloud Solutions) Status reports - weekly activity updates Weekly AWS SDK - High Level Design (HLD) and Detail Design Document (DDD): March 2021 functionality using AWS SDK and interact with AWS services. AWS SDK - Test Plans: documentation of all future testing efforts with regards April 2021 to Software Development Kits (SDK). Candidate Cloud Applications (CCA) - High Level Design (HLD) and Detail May 2021 Design Document (DDD): including Remote Facilities Reservations and Chain of Trust. Candidate Cloud Applications (CCA) - Test Plans: documentation of all future July 2021 testing efforts with regards to CCA. Integrate with On-Premises Solutions - Preliminary Option Analysis (POA) August 2021 document: feasible designs of the Integrate with On-Premises Solutions. Complex Candidate Cloud Applications (CCCA) - High Level Design (HLD) October 2021 and Detail Design Document (DDD): design documentation of the CCCA. Complex Candidate Cloud Applications (CCCA) - Test Plans: documentation December 2021 of all future testing efforts with regards to CCCA. Reporting Requirements The Deliverables as well as the The Contractor will provide the weekly reports as identified above to the Project weekly Technical Authority. progress reports and any other Invoices for maximum price work must be submitted in accordance with the terms reports agreed and conditions outlined in the contract. upon are to be confirmed with the Technical Authority prior to invoice



Travel Requirement(s) / Exigence(s) de voyage n/a

Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

A. General Information / Informations	s générales				
Contract Number / Numéro du contrat :	47419-198132/001/EL				
Contractor Name / Nom du Contracteur :	TEKSYSTEMS CAN	ADA CORP.			
Task Authorization (TA) No. № de l'autorisation de tâches (AT) :	Commitment No. N° de l'engagement :	CC: 190830040		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
2021002466	1000356725			2021-01-25	2021-01-27
B. For Amendments Only / Aux fins o	de modification seuleme	<u>nt</u>			
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la	modification :				
C. TA Requirements / Exigences rela					
Required Resource(s) / Ressource(s) requis	se(s)				1
Category and Le Catégorie et Niv		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	_	c Profile / Profile nguistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Programmer/Analyst - Level 3			English		Reliability / Fiabilite
Programmer/Analyst - Level 3			English		Reliability / Fiabilite
Statement of Work (tasks, deliverat	oles, reports, etc.) / Énc	oncé des travaux (tá	àches, livra	ables, rapports, e	tc.)
See attached / Voir pièce jointe					
See attached / Voir pièce joint					
Period of Services / Période de service: nitial Start Date / Date de début initiale :	01-Mar-2021		itial End Date	/ Date de fin initiale	28-Feb-2022
Extented End Date (See Reason for the Ame					
☐ Option To Extend Initial End Date / Opti					
Optional End Date(s) / Date(s)				Status / Statut	
			0	n Effect / en vigueur	

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NCR - Work remotely off site

PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

Contractor Resource(s) and Estimated Cost / Ressource(s) du Contracteur et Coût total estimatif						
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif	
A.7 Programmer/Analyst - Level 3					\$241,200.00	
A.7 Programmer/Analyst - Level 3					\$241,200.00	
			Estimated	Cost / Coût estimatif	\$482,400.00	
				Applicable Taxes	\$62,712.00	
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie					\$0.00	
Total Estimated Cost / Coût total estimatif					\$545,112.00	
Check applicable Basis of Payment / Maximum Price / Y Firm Price / Cocher la Base de Paiement applicable : Prix Maximum : X Prix Ferme :						

PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client author Authority certify(ies) that the content of this Tathe Contract.	•	·	litions du contrat.
The client's authorization limit is \$300,000. Wamendments (excluding Applicable Taxes) is signed by the authorized client and forwarded authorization.	in excess of this limit, the TA must be	La limite d'autorisation du client est 300,000 \$. Lorsque la val modifications (excluant les taxes applicables) dépasse cette limite, l'AT doit autorisé et transmise à l'autorité contractante de TPSGC pou	t être signée par le client
I IIIAINII	Digitally signed by UTANO		
[ia Nationalio Date: 2021.02.18 11:35:15	Name of Contracting Authority / Nom de l'autorité contractante	Date
Δ N () N ()	-05'00'	Mansour, Silvana Date: 2021.02.19 10:12:01 -05'00'	
CLOUTIER		Signature	
Signature			
PART 4 - CONTRACTOR SIGN	IATURE / PARTIE 4 - SIGNA	TURE DU CONTRACTEUR	
		·	2021-01-27
Name and Title of individual authorized to sig Nom et titre Signature de la personne autoris		Signature	Date

TASK AUTHORIZATION (TA) FORM					
Contractor:	GCstrategies	Contract Number:	47419- 2215022/001/EL		
Commitment: #	1000357065	Financial Coding:	190810000 / 2001 / 30700		
Task Number (Amendment):	2021002558	Issue Date:	Response Require By:		

Statement of Work (Work Activities, Certifications and Deliverables):

CBSA is responsible for providing integrated services supporting national security and public safety priorities while facilitating the free flow of people and goods. CBSA manages this priority through its design, development, implementation and ongoing support of IM/IT tools and systems.at the Agency, while maintaining the integrity and availability of all technology infrastructures and applications. ITSB provides technology leadership of corporate business applications and IT programs at CBSA.

As a result of the COVID 19 pandemic CBSA is looking to engage contractors to help elevate ArriveCan, a web platform and mobile application, adhere to Accessibility for all Canadians.

One of the main points to achieve Accessibility is the demonstration, in the form of an audit, in accessing the ArriveCan web and mobile applications. Results from this audit will be shared with the 3rd party angular developers to help enhance and bring the website application up to WCAG 2.1 AAA/AA conformance levels. Additional support, such as validation testing, regression testing, spot checks and expert guidance will be required so that developers can make improvements and incorporate features and functionality to ensure that native assistive technology users have the ability to operate the website application without barriers.

The focus area of this TA will be to develop, integrate a project management tool to help BTID with their executives and project managers to manage the above-mentioned accessibility components for AriveCan, allowing for real time 'health checks' of this COViD 19 accessibility project.

The Canada Border Services Agency (CBSA) requires a variety of Information Management (IM)/Information Technology (IT) professional resource services to support changes to the operational environment to better respond to the needs of the public, public safety and employee safety within the current Covid-19 era - our new norm.

Tasks

The Contractor(s) must provide support for IM/IT professional services on an as and when required basis. Each validly issued Task Authorization will outline the type of resource(s), the Work and tasks to be completed and the location of the Work, whether in the NCR or remotely.

Tasks include, but not be limited to the following:

BTID has a requirement for one (1) Data Architect and (1) Quality Assurance Specialist whose responsibilities and tasks are but not limited to:

- Review CBSA's current strategies for and tactical approaches to managing accessibility deliverables.
- Facilitate workshops to take a deeper dive into the business objectives for the portfolio management initiative, the current state of managing work and to create designs for the potential future state.

TASK AUTHORIZATION

(TA) FORM

- Post workshops document the workshop output and recommended actions for the long term: Findings and Recommendations. Includes a project plan with scope, timeline, and cost estimates for executing the work items discussed in the workshops.
- Document curent permissions model
- Conduct gap analysis on permission model and procedures
- Design a revised permissions model and processes
- Cleanup permission groups
- Review a draft iteration of the Findings and Recommendations with CBSA staff prior to finalizing the document and adding more detail to the accessibility conformance project plan.
- Present the recommendations and the more detailed project plan with key sponsors of the CBSA initiative.
- Develop and install a PPM tool including working with appropriate CBSA and SSC staff to enable a cloud solution.
- Configure PPM tool including the following key modules:
 - o Portfolio Planning and Reporting.
 - o Financial and Resource Planning and Reporting.
 - o Work Planning and scheduling, including optional integration with Microsoft Project Desktop.
 - o Status Reporting using PPM status report to .PDF capabilities; and
 - o Power BI integration.
 - Configuration of fields at the Plan, Resource and Task level to provide appropriate data capture and reporting.
 - Configuration of business process flows for CBSA projects.
 - o Configuration of key fields and PPM Financial Plans for finance and budget tracking and reporting.
 - o Configuration of key fields and PPM Resource Plans for resource capacity management.
 - Configuration of various PPM Portfolio Plan views to provide comprehensive reporting via lists, boards, roadmaps and dashboards.
 - Configuration of status reporting in .PDF and Power BI format
- Provide solution walkthroughs and demonstrations to the CBSA Team and provide guidance on how the configured solution matches the business strategy and design workshop outputs.
- Provide documentation based on the final implementation, to include documentation regarding plan types, custom fields, business process flows, financial and resource plans.

TA Deliverables

- Business Strategy documents and Design Workshops for accessibility
- Documented statements of business problems, opportunities, vision and objectives;
- Updated work plans for systems;
- Written subject matter expertise, technology/tool assessment, options analysis and recommendations;
- Roadmap and plan, including monitoring, evaluation and reporting framework, including updates as required;
- Briefing and presentation materials to support reviews, refinements and approvals at operational, managerial and senior executive levels;
- Evaluation methodologies, including measurement strategies, approaches, indicators, monitoring and reporting metrics;
- Proof of Concept and Pilot Project plans, schedules, cost and resource estimates and supporting documentation;
- Designs, architectures, specifications and functional requirements documents;
- Test builds and configurations;
- Performance metrics, evaluations, learnings, and recommendations;
- Risk assessments and mitigation strategies:
- Readiness assessments, deployment and roll-out strategies, plans and supporting documentation;
- Change impact analysis and change management strategies, plans and related documents;
- Knowledge base, training materials, tool tips, guides, FAQs and other knowledge transfer tools;

TASK AUTHORIZATION

(TA) FORM

- Implementation and Configuration of PPM tool
- Proof of Concept for Portfolio Management
- Configure Portfolio Server
- Configure business drivers
- Portfolio selection scenarios

Deliverables for Data Architect

- Logical and physical architecture diagrams
- Presentations to the Architecture Working Group
- Conceptual Design and Technical Design Documents
- Accreditation and Certification (C&A) documentation
- Inputs to Disaster Recovery Plans
- Data Models
- Documents software in a configuration and installation manual
- System configuration details, worksheet, or other documentation to describe system configuration activities performed

Deliverables for Quality Assurance Specialist

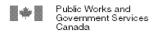
- Maintain service levels as per the Service Level Agreement
- Weekly Performance and System reports
- Input to the Technical Design Documents
- Updates to Configuration and System Operational Documents
- Inputs to the Quality Assurance Test Report
- Codes and unit tests software modules and web forms
- Product Backlog review to ensure Product Backlog Items (PBI's) contain the appropriate;
- information for the QA project team members to be able to perform the testing adequately
- Creation of Test Cases derived from the PBIs generated in such a way as to test all of the functional requirement identified by the product owners and Proof of test will also be generated in the form of MS word documents.
- Testing report(s).

2.	Period of Service:	From (Date)	March 1, 2021	To (Date)	December 17, 2021		
3.	Work Location:	NCR					
4.	Travel Requirements:	Not Applicable					
5.	Language Requirement:	Support for Frence	ch & English				
6.	Other Conditions/Constraints:	None					
7.	Level of Security Clearance required for the Contractor Personnel:	Reliability					
8.	Contractor's Response:	•					

	TASK AUTHOR	RIZATION		
	(TA) FO	RM		
Category and Name of Proposed Resource	PWGSC Security File Number	Per Diem Rate	Estimated # of Days	Total Cost
Data Architect				\$112,500.00
Quality Assurance Specialist	_	-		\$162,000.00
		Est	imated Cost	\$274,500.00
		Appli	icable Taxes	\$35,685,00
		Total	Labour Cost	\$310,185.00
	Т	otal Travel 8	Living Cost	-
	Firm Pr	ice or <u>Maxim</u>	um TA Price	\$310,185.00
Contractor's Signature				
Name, Title and Signature of Individual Author of the Contractor (type or print)	orized to sign on beh	nalf		
		Signatur	e :	
		Date: Do	ecember 30 2020	
Approval – Signing Authority				

TASK AUTHORI	ZATION
(TA) FOR	M
Signatures (Client)	Signatures (PWGSC)
Name, Title and Signature of Individual Authorized to sign:	
Technical Authority:	
MACDONALD Digitally signed by MACDONALD CAMERON	Contracting Authority 1:
CAMERON Date: 2021.03.04 13:56:21 -05'00'	Durigan, Oligitally signed by: Durigan, Angela M C =
	Angela M CAO = GC OU = PWGSC-
Date:	
	Date:
CBSA Procurement:	
Date: Digitally signed by CLOUTIER YVES DN: C=ca, O=gc, OU=ccra-adrc, OU=PERSONNEL,	
CN=CLOUTIER YVES + SERIALNUMBER=2018212163639225	
Reason: I am the author of this document Location: your signing location here Date: 2021-03-04 08:48:41 Fox!! PhatinmPDF Version: 10.0.1	
¹ Signature required for TA valued at \$300,000.00 or more, Application	able Taxes included.

You are requested to sell to her Majesty the Queen in Right of Canada, in accordance with the terms and conditions set out herein, referred to herein, or attached hereto, the services listed herein and in any attached sheets at the price set out thereof.



Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complete par le Responsable technique / Chargé du projet) A. General Information / Informations générales 47060-197627/001 Contract Number / Numéro du contrat : Contractor Name / Nom du Contracteur : Donna Cona Response required by Financial Coding Task Authorization (TA) No. STOT No Date of Issuance Réponse requise Nº de l'autorisation de tâches (AT) : Nº de l'EDT : Code financier : Date d'émission : d'ici le : 2021002680 1000356910 B. For Amendments Only / Aux fins de modification seulement Amendment No. / Nº de la modification : Reason for the Amendment / Raison pour la modification : C. TA Requirements / Exigences relatives à l'AT Required Resource(s) / Ressource(s) requise(s) Estimated Level of Required Level(s) of Category and Level Linguistic Profile / Profile Effort (days) / Niveau Security / Catégorie et Niveau d'effort estimatif linguistique Niveau(x) de sécurité (jours) requis Business Analyst (Data Analyst/Data Quality Analyst), Level 3 English Secret Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.) See attached / Voir pièce jointe Period of Services / Période de service: 15-Mar-2021 Initial End Date / Date de fin initiale : 31-Mar-2022 Initial Start Date / Date de début initiale : Extented End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification): Option To Extend Initial End Date / Option pour prolonger la date de fin initiale Optional End Date(s) / Date(s) de fin optionnelle(s) Status / Statut O In Effect / en vigueur Travel Requirement(s) / Exigence(s) de voyage : n/a Work Location(s) / Lieu(x) de travail : Vanier Towers, 333 North River Road Ontario PART 2 (completed by the Contractor and/or the Technical Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet) Contractor Resource(s) and Estimated Cost / Ressource(s) du Contracteur et Coût total estimatif Estimated Level of PWGSC Security File No. / Nº du Per Diem Rate / Total Estimated Cost / Name / Nom Effort (days) / Niveau Linguistic Profile / Profil linguistique Category and Level / Catégorie et Niveau dossier de sécurité TPSGC Taux journalier d'effort estimatif Coût total estimatif (jours) (Business Analyst (Data Analyst/Data \$330,000.00 Quality Analyst), Level 3) Estimated Cost / Coût estimati \$330,000,00 Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie \$0.00 \$42,900.00 Total Estimated Cost / Coût total estimatif \$372,900.00 DocuSign Envelope ID: 9D28924D-8A28-42AD-BF78-9311266E5E66

Check applicable Basis of Payment / Cocher la Base de Paiement applicable :	Maximum F Prix Maxim		Х	Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L	'AT PAR LE CAN	ADA			
By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.	En apposant sa signatur contractante de TPSGC				
The client's authorization limit is \$300,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.					
Name of Technical Authority / Nom de l'autorité technique Date	Name of Contracting Au	thority / Nom de l'au	torité contractante		Date
CARR JEFFREY Digitally signed by CARR	Michaud,	Digitally signed	by: Michaud, Daniel aud, Daniel C = CA		Bute
Date: 2021.03.09 17:15:02 -05'00'	Daniel		PWGSC-TPSGC 10 08:52:44 -05'00'		
Signature Signature Digitally signed by KOMERY TAYLOR DN. C=ca, 0=gc. OU=core-adrc, OU=PERSONNEL, CN=KOMERY TAYLOR DN. C=ca, 0=gc. OU=core-adrc, OU=PERSONNEL, CN=KOMERY TAYLOR + SERIALNUMBER=2017307140110281 Taylor +	Signature				_
Signature					
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CON	TRACTEUR				
				2	021-03-09
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur	Signature				Date

Government Se

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TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical Project Attenty / PARTIE 1 (complete parts Response better inque / Charged up res

A. General Information / Informations cénérales				
Contract Number / Numéro du contrat :	47060-187626/001/EL			
Contractor Name / Nom du Contracteur :	S.i. Sytems			
Task Authorization (TA) No. N° de l'autorisation de tâches (AT) :	STOT No. N° de l'EDT :	Financial Coding Code financier :	Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
2021002688	1000357073	190520000	2021-02-17	2021-02-23
B. For Amendments Only / Aux fins de modificati	on_seulemen_t			
Amendment No. / Nº de la modification :				
Reason for the Amendment /Reison pour la modification				

C. TA Requirements / Extendes relatives à l'AT Required Resource(s) / Ressource(s) requise(s)							
Category and Level Category et Niveau	Estimated Level of Effort (days) / Niveau d effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis				
Business Analyst Level 3		English	Secret				
Project Executive Level 3		English	Secret				
Statement of Work (basics, deliverables, reports, etc.) / Énoncé des tavaux (blohes, livrables, repports, etc.) See attached / Voir pièce jointe							

Period of Services / Période de service:	eriod of Services / Période de service:							
Initial Start Date / Date de début initiale :	22-Mar-2021		Initial End Date / Date de fin initiale : 03-Sep-2021					
tented End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification):								
Option To Extend Initial End Date / Option pour prolonger la date de fin initiale								
Optional End Date(s) / Date(s) de	fin optionnelle(s)		Status / Statut					
03-Sep-2021			O In Effect / en vigueur					
03-Sep-2022			O In Effect / en vigueur					
03-Sep-2023			O In Effect / en vigueur					
Travel Requirement(s) / Exigence(s) de voyage :	n/a							
Work Location(s) / Lieu(x) de travail :	Vanier Towers, 333 North River Road		Ontario					

PART 2 (completed by the Contadorard or the Technical Project Authority) / PARTIE 2 (complete purise Contradeur disable Responsible termique (Charge disapos))

Contractor Resources s and Estimated Cost / Resources s 1 du Contractor et Cost tell costmatif Rets onceap most priy tell clanges auto empyord-brevo exale trib TA/Near and os aground-outly tell clanges auto empyord-brevo exale trib TA/Near and os aground-outle for some mossival space of a milde and case sos lapter deAT							
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif		
Project Executive L3					\$90,600.00		
Business Analyst L3					\$69,000.00		
	Estimated Cost / Court estimater						
	HST @ 10%						
		Tot	al Estimated Cos	t/Coût total estimatif	\$180,348.00		
Check applicable Basis of Cocher la Base de Paiement		Maximum Price / Prix Maximum :	Х	Firm Price / Prix Ferme :			

PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.	En apposant sa signature sur l'AT, l'autorité technique, le représentant de la DAGBS de l'ASFC et/ou l'autorité contractante de TPSGC attleste(nt) que le contenu de cette AT est conforme aux conditions du contrat.
The client's authorization limit is 300000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du client est \$75,000. Lorsque la valeur de l'AT et ses modifications (excluent les taxes applicables) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPS GC pour autorisation,
BOND Digitally signed DADH by BOND DAPINE	
Name of Technical A uthority / Nomde l'autorité technique auto-pate 2021.02.17 NE 14.07.03.05'00'	Name of Contecting Authority / Norm de l'autorité contractante Date
Signature Dajaby signed by KMERY TAYLOR DIX O'REA, D'MY, COMPANIES COMPRESSORE, CHROMERY KOMERY TAYLOR Resear: In an agency replace for consent Company of the company	Signature
Feet Fleaten/BCF Version: 100.1 Name of the representative from the S PM/MD of CB SA / Date Norm of un representant, de la DAGBS de l'ASFC	-
Signature	

PART 4-CONTRACTOR SIGNATURE / PARTIE 4-SIGNATURE DU CONTRACTEUR

	,	Feb 17, 2021
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur	Signature	Date

Public Works and Government Services Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chardé du

(compared by the restinguity representations)	para para transportante consigue a margo da projet,				
A. General Information / Informations générales					
Contract Number / Numéro du contrat :	47060-187626/001/EL				
Contractor Name / Nom du Contracteur :	S.i. Sytems				
Task Authorization (TA) No. № de l'autorisation de tâches (AT) :	STOT No. Nº de l'EDT :	Financial Coding Code financier :		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
2021002688	1000357073			2021-05-19	May 21 2021
B. For Amendments Only / Aux fins de modificati	on seulement			ı	
Amendment No. / Nº de la modification :	1				
Reason for the Amendment / Raison pour la modification :					
Resource replacement					
,					
C TA Descriptomente / Evigences valetives à l'AT					
C. TA Requirements / Exigences relatives à l'AT					
Required Resource(s) / Ressource(s) requise(s)		Estantally state	<u> </u>		Des Seedle ekster
Category and Leve Catégorie et Nivea		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	-	Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Business Analyst Le	evel 3		Е	Secret	
Project Executive Lo	evel 3		E	nglish	Secret
Statement of Work (tasks, deliverables, reports, etc.) / Éno	ncé des travaux (tâches, livrables, rappo	urts etc.)	•		
See attached / Voir pièce jointe		,,			
Devied of Comitoes (Période de comitoe					
Period of Services / Période de service: Initial Start Date / Date de début initiale :	01-Mar-2021	7	Initial End Data	/ Date de fin initiale :	03-Sep-2021
Extented End Date (See Reason for the Amendment) / Date		nodification):	initial Life Date	/ Date de III I I I I I I I I I I I I I I I I	03-3 e p-2021
		ioumourony.			
Option To Extend Initial End Date / Option pour prolon					
Optional End Date(s) / Date(s) de	fin optionnelle(s)		Status / Sta	atut	
03-Sep-2021			X In Effect / e	n vigueur	
03-Sep-2022			O In Effect / er	n vigueur	
03-Sep-2023			O In Effect / er	ı vigueur	
. (, 6 (, , , 6	n/a		<u> </u>		
Work Location(s) / Lieu(x) de travail :	Vanier Towers, 333 North River	Road	Ontario		
PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PA	ARTIE 2 (complété par le Contracteur et/ou le Responsa	ble technique / Chargé du projet)			
Contractor Resource(s) and Estimated Cost / Res	ssource(s) du Contracteur et Coût une fois approuvée, seules les ressources suivantes peuvent fou	total estimatif umir des services sous la présente AT			
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
Project Executive L3		•	•	· · · · · · · · · · · · · · · · · · ·	\$90,600.00
Business Analyst L3	<u> </u>				\$16,790.00
Business Analyst L3					\$37,375.00
			Estimat	ed Cost / Coût estimatif	\$144,765.00
1					

	Total Estimated Travel and Living C	ost / Coût total estin	natif de voyage et de vie	\$0.00
			HST @ 13%	\$18,819.45
	т	otal Estimated Co	st / Coût total estimatif	\$163,584.45
Check applicable Basis of Payment / Cocher la Base de Paiement applicable :	Maximum Price / Prix Maximum :	Х	Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'	AT PAR LE CANADA			
By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract	En apposant sa signature sur l'AT, l'autori contractante de TPSGC atteste(nt) que le			
The client's authorization limit is \$259,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du client est \$250, (excluant les taxes applicables) dépasse contractante de TPSGC pour autorisation	cette limite, l'AT doit êt		et transmise à l'autorité
CARR JEFFREY Digitally signed by CARR JEFFREY Date: 2021.05.20 14:43:40 -04'00			Da	
Name of Technical Authority / Nom de l'autorité technique Date	Name of Contracting Authority / Nom de l'	autonte contractante	Da	le
Signature	Signature			
Name of the representative from the SPMMD of CBSA / Nom d'un représentant de la DAGBS de l'ASFC	_			
Digitally signed by CARREAU LYNE Digitally signed by CARREAU LYNE Did Cva. Ongo. Courcera adic. Col JPERSONNEL Did Cva. Ongo. Courcera adic. Col JPERSONNEL Did Cva. Ongo. Col JPERSONNEL Did Cva. Ongo. Col JPERSONNEL Did Cva. Ongo. Did Cva.				
Signature				
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CON	TRACTEUR			
			-	
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur	Signature		Da	ite

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES PART 1 (completed by the Technical Project Authority) / PARTIE 1 (complete par in Project A. General Information / Informations générales 47060-187626/001/FI ontract Number / Numéro du contrat : S.i. Sytems Response required by Réponse requise d'ici le : Task Authorization (TA) No. № de l'autorisation de tâches (AT) : STOT No. Nº de l'EDT Financial Coding Code financier : Date of Issuance Date d'émission : 1000357073 1905 200 00 2021002688 2021-08-26 2021-08-31 B. For Amendments Only / Aux fins de modification seulement mendment No. / Nº de la modification : 2 eason for the Amendment / Raison pour la modification : Exercise option # 2, remove and increase LOE for - TA end date is Dec 31, 2021 C. TA Requirements / Exigences relatives à l'AT Required Resource(s) / Ressource(s) requise(s) Linguistic Profile / Profile linguistique Effort (days) / Niveau d'effort estimatif Category and Level Business Analyst Level 3 English Project Executive Level 3 English Secret Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (táches, livrables, rapports, etc.) See attached / Voir pièce jointe Period of Services / Période de service: Initial End Date / Date de fin initiale : 31-Dec-2021 01-Mar-2021 nitial Start Date / Date de début initiale ttented End Date (See Reason for the Amendment) / Date de fin prolongée (voir Rai Option To Extend Initial End Date / Option pour prolonger la date de fin initiale
Optional End Date(s) / Date(s) de fin optionnelle(s) Status / Statut X In Effect / en vigueur 03-Sep-2021 03-Sep-2022 X In Effect / en vigueur 03-Sep-2023 O In Effect / en vigueur Ontario PART 2 (completed by the Certriactor and/or the Technical/Pospet Authority) / PARTIE 2 (complete per is Contracted attoo to Responsable Sectorique / Charge ou projet) Contractor Resource(s) and Estimated Cost / Ressource(s) du Contracteur et Coût total estimatif

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En apposant sa signature sur IAT, l'autorité technique, le représentant de la DAGBS de l'ASFC et/ou l'autorité
PMGSC Contracting Authority centifylies (that the content of his TA is in accordance with the conditions of
contractante de IPSGC attestingif que le contenu de cette AT est conforme aux conditions du Jeff Carr

PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PAYSC Contracting Authority centify(se) that the content of this TA is n accordance with the condition of the Contracting Authority centify(se) that the content of this TA is n accordance with the condition of the Contracting Authority centify(se) that the content of this TA is n accordance with the condition of the Contracting Authority centify(se) that the content of the TA is not obtained by the content of the Contracting Authority centify(se) that the content of the SPMMD of CBSA / Date North Contraction (accordance to the Contracting Authority (a local center of the significance) is necess of this limit, the TA must be signed by the authorized client and forwarded to fautoritie contractants on the Contracting Authority (a local center of the significance) is necessary to the Contracting Authority (a local center of the significance) is necessary to the Contracting Authority (both of the significance) and the Contracting Authority (both

lame and Title of individual authorized to sign on behalf of the Contractor / lom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur

1 of 1



Travaux publics et Services gouvernementaux Cariada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) /	PARTI	E 1 (complete oa	le Responsable technique / Chargi	é du projet)			
A. General Information / Information	ıs généra	iles					***************************************
Contract Number / Numéro du contrat : 4	7419-226	879/002/EL					
Contractor Name / Nom du Contracteur :	DGA Grou	up Consultant	s Inc.				
1 1	itment No gement :		inancial Coding / Code nancier :	Date of Issuance / D d'émission :		esponse required by a éponse requise par :	/
2021002709 10003	···		813820000, C00005621			far 16, 2021	
B. For Amendments Only / Aux fins d	o madifi	ration could					
Amendment No. / N° de la modification :	C III O G III	canon scun	2115118				
Reason for the Amendment / Raison pour I	a modific	ation ·					
neason for the American entry haison pour i	a mounice	ation.					000000000000000000000000000000000000000
C. TA Requirements / Exigences relat	ives à l'A	LT.					
Required Resource(s) / Ressource(s) requise	(s)				·ş·····		
Category / Catégorie		Level / Nivea	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	e / Profile Required Level(s) of Sec jue Niveau(x) de sécurité re-		
Project Manager		3		English / Anglais	Secret		+
Statement of Work (tasks, deliverables, rep	orts, etc.)	/ Énoncé des t	ravaux (tâches, livrable:	s, rapports, etc.)			_1
As per the attached SOW.							
Períod of Services / Période de service:							
Initial Start Date / Date de début initiale :	Mai	r 22, 2021	Initial End Da	ite / Date de fin initiale :		Mar 31, 2023	
Extented End Date (See Reason for the Ame	endment)	/ Date de fin p	rolongée (voir Raison p	our la modification) :			
Option To Extend Initial End Date / Opti	on pour p	orolonger la da	ite de fin initia l e		\$.		
Travel Requirement(s) / Exigence(s) de voya	ige:	N/A					***************************************
Work Location(s) / Lieu(x) de travail :		Within the	· National Capital Regio	n (NCR)			
PART 2 (completed by the Contractor and/or the Technic		/0/21	TIF 7				
A. Contractor Resource(s) / Ressource			*** & compete parte Contact	eur er/ou te responsable tecanique / Ch		1	

Note: once approved, only the following resources may provide services under this TA. / Nota: une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.

Page 1 of 2



Travaux publics et Services gouvernementaux Cariada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Name / Nom	Category / Catégorie	Level / Niveau	Level of Security / Niveau	PWGSC Security File No. / № du dossier de sécurité TPSGC	
	Project Manager	3			+

B. Estimated Cost / Coût estimatif					
Category / Catégorie	Leve l / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif	
+ Project Manager	3			\$337,574.40	
Estimated Cost / Coût estimatif				\$337,574.40	
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie				\$0.00	
Taxe % applied / % de taxes appliquées	14.975	Applic	\$50,551.77		
Total Estimated Cost / Coût total estimatif				\$388,126.17	,

PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract

certify(les) that the content of this TA is in accordance with the conditions of the Contract

The client's authorization limit is \$300,000.00. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

Name of Authorized Client / Nom du client autorisé Date

NEWBURY RUSSELL Rus

Digitally signed by NEWBURY RUSSELL

Date: 2021.03.18 15:30:20 -04'00'

En apposant sa signature sur l'AT, le dient autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

La limite d'autorisation du client est \$300,000.00 . Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

Name of Contracting Authority / Nom de l'autorité contractante

Tautorite contractante

Cornelisse, Alexander Div. Cornelisse, Alexander C = CA O =

GCO = PMSC-TPSC

Date: 2021.03 23 100055 -04'00'

Signature

PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur

DocuSigned by:

3/16/2021

Date

Date

STATEMENT OF WORK

1.0 TITLE

P.9 - Project Manager, Level 3

2.0 OBJECTIVE

The Canada Border Services Agency (CBSA) requires a variety of Information Management (IM)/Information Technology (IT) professional services resources with knowledge and experience supporting and assisting with Government of Canada business application, infrastructure and systems projects.

The purpose of these services is to augment capacity in the planning and execution of departmental IM/IT initiatives managed by the Information, Science and Technology Branch and the Traveller's Branch supporting the Traveller's Program, on an as and when required basis.

IM/IT expertise and support services are required to provide expert level advice and thought leadership in specific technologies, processes, applications, and integrated programs interdepartmentally and with other stakeholders accountable for IM/IT initiatives. This includes, but is not limited to, implementation suggestions, identification of road maps for way forward, expertise/guidance on evolving technologies/mandates and risk initiatives, and IM/IT professional services on critical business application, infrastructure and systems on an as and when required basis. This will ensure a third party independent view required to provide feedback, monitoring and expertise/recommendations to ensure the technology component of projects progresses as required.

3.0 BACKGROUND

CBSA is responsible for providing integrated services supporting national security and public safety priorities while facilitating the free flow of people and goods. CBSA manages this priority through its design, development, implementation and ongoing support of IM/IT tools and systems at the Agency, while maintaining the integrity and availability of all technology infrastructures and applications. The Information, Science and Technology Branch (ISTB) provides technology leadership of corporate business applications and IT programs at CBSA. ISTB provides delivery of technology products, applications and services to meet business needs while investing in modern IT infrastructure to maintain, build on and innovate current and future IM/IT Agency initiatives. The Traveller's Branch provides program, policy and project management oversight on the Traveller's Programs and its supporting IT projects.

The Travellers Program currently leverages more than 40 IT assets, many of which are mission critical systems, and allow the Agency to manage the flow of people at border entry points. The program includes major projects with Treasury Board oversight.

The key to successful project implementation is adherence to effective delivery principles and active communication. Working with various partners, such as Shared Services Canada (SSC), CBSA ensures all required IM/IT initiatives are strategically aligned with operational requirements and are delivered on

time, on budget and in accordance with project objectives. CBSA is seeking IM/IT professional services on an as and when required basis to provide critical key support for these initiatives.

4.0 SCOPE OF THE WORK

The contractor must provide project management guidance as it relates to project management best practices and must develop, coordinate, collaborate and prepare project briefings, dashboards, presentations and other project documentation on an as and when required basis in the National Capital Region (NCR) as initiated through Task Authorizations for the Travellers Project Portfolio A Division — "Insight Through Data" projects. Projects may be in any of the following stages: inception, identification, in the midst of work, or delivery.

5.0 TASKS

Tasks may include, but will not be limited to the following:

- Gathering input from internal and external project stakeholders and working closely with the project scheduler to update the schedule using Excel and MS Project;
- Developing and preparing project dashboards on a monthly basis with guidance from the Lead Project Manager, Project Director, Project Executives and with the input from other project managers;
- Preparing and coordinating bi-weekly and/or monthly project governance meeting materials (agendas, project gate presentations) and records of decision with guidance from the Project Manager and Lead Project Director;
- Producing presentations or other documents that facilitate the briefing of senior management as it relates to project status (schedule, cost, scope, issues and risks) with guidance from the Lead Project Manager, Project Director and with input from other project managers;
- Preparing project management plans with guidance from the Lead Project Manager, Project
 Director and with the input from other project managers;
- Reviewing and providing feedback on project documents and artefacts as requested;
- Analyze and report progress of the project on an ongoing basis and at scheduled points in the project life cycle;
- Meet with stakeholders and other project managers to identify risks and issues as well as determine recommended solutions or mitigation measures; and,
- Actively participate in the management of change, scope, risk, issue and schedule management, providing guidance and recommendations to the Lead Project Manager and Project Director as required.

6.0 DELIVERABLES

Deliverables may include, but will not be limited to the following:

- Project schedules and roadmaps;
- Work breakdown structures:
- Project status reports:
- Project dashboards;
- Project management plans;
- Project risk and issues logs;
- Meeting materials and Records of Decision;
- Project presentations;
- Project briefing materials;
- Project lessons learned and reviews;
- Trend analyses;
- Critical path analysis;
- Written and verbal advice;
- Issue papers and briefing notes;
- Process diagrams;
- Knowledge transfer

Deliverables must be submitted in hard and soft copies in the appropriate formats (e.g. MS Project or MS Office Suite applications) as identified in the TA. All electronic deliverables must comply with departmental software standards, currently MS Office Suite latest version. Deliverables must adhere to CBSA's Project Management Framework, processes and templates as applicable. Where required, CBSA will provide the Contractor with the required forms and templates to meet these standards.

All documents developed and/or updated by each of the Contractor's resources must be provided to the Project Authority for review, approval, and signatures (as required).

7.0 CLIENT SUPPORT

The client will provide all documentation and information necessary for the Work.

8.0 LANGUAGE REQUIREMENTS

While proposed resources must be fluent in English, there may be a requirement for specific resources to be fluent in both official languages, which will be specified in the TA.

9.0 WORK LOCATION

The contractor must be willing and able to accept a flexible work arrangement, which may include any or all of the following:

- Shared cubicles when working on-site within the National Capital Region (NCR)
- Use of collaborative work spaces
- Working remotely off-site

CBSA will provide, subject to security requirements, and only to the specified resource personnel, access to identified database or applications residing on CBSA computers or networks for the sole purpose of executing tasks associated with this Contract. CBSA, at its sole discretion, will identify the nature and characteristics of such access.

10.0 TRAVEL

No travel related expenses or living expenses will be provided for travel to or from CBSA offices or sites within the NCR. The Contractor resources may be required to visit facilities site locations and construction sites outside the NCR.



Contract Number / Numéro du contrat : Contractor Name / Nom du Contracteur :

Task Authorization (TA) No.

Nº de l'autorisation de tâches (AT) :

A. General Information / Informations générales

Travaux publics et Services gouvernementaux Canada

47060-197627/001

Donna Cona

STOT No.

Nº de l'EDT :

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Financial Coding

Code financier:

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

	1000356753	1950 400 00		2021-01-20	2021-01-29
B. For Amendments Only / Aux fins de modificati	on seulement				
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la modification :					
C. TA Requirements / Exigences relatives à l'AT					
Required Resource(s) / Ressource(s) requise(s)					
Category and Level Catégorie et Niveau		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)		Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Business Analyst Level 3 English			Secret		
Statement of Work (tasks, deliverables, reports, etc.) / Éno	ncá dos travaux (tâchos livrables ranno	te etc)			
See attached / Voir pièce jointe	nice des travaux (tacries, livrables, rappor	is, etc.)			
Period of Services / Période de service:		1			
Initial Start Date / Date de début initiale :	15-Mar-2021	- 416 K V	Initial End Date	/ Date de fin initiale :	31-Mar-2022
Extented End Date (See Reason for the Amendment) / Date	te de fin proiongee (voir Raison pour la m	odification):			
Option To Extend Initial End Date / Option pour prolon	ger la date de fin initiale	Г			
Optional End Date(s) / Date(s) de	fin optionnelle(s)		Status / Sta	atut	
			O In Effect / en	vigueur	
Travel Requirement(s) / Exigence(s) de voyage :	n/a				
Work Location(s) / Lieu(x) de travail :	Vanier Towers, 333 North River	Road	Ontario		
PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PA Contractor Resource(s) and Estimated Cost / Res					
Note: once approved, only the following resources may provide services under this TA. / Nota	une fois approuvée, seules les ressources suivantes peuvent four	nir des services sous la présente AT			
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
- BA Level 3					\$247,200.00
					\$0.00
			Estimate	ed Cost / Coût estimatif	\$247,200.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie				\$0.00	
HST @ 13%				\$32,136.00	
		Tot	tal Estimated Cos	t / Coût total estimatif	\$279,336.00
					1 of 2

Response required by

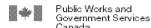
Réponse requise

d'ici le :

Date of Issuance

Date d'émission :

Check applicable Basis of Payment / Cocher la Base de Paiement applicable :	Maximum Price / Prix Maximum :	Х	Firm Price / Prix Ferme :		
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'A	T PAR LE CANADA				
By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.	En apposant sa signature sur l'AT, l'auto contractante de TPSGC atteste(nt) que le				
The client's authorization limit is \$300,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du client est \$300,000. Lorsque la valeur de l'AT et ses modifications (excluant les taxes applicables) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autor contractante de TPSGC pour autorisation,				
Name of Technical Authority / Nom de l'autorité technique Date A D D LE E DE N Digitally signed by CARR IEEEREY	Name of Contracting Authority / Nom de	l'autorité contractante		Date	
CARR JEFFREY Digitally signed by CARR JEFFREY Date: 2021.03.10 08:23:32 -05'00'					
Digitally signed by KOMERY TAYLOR DN: C=a, 0=gc, OU=ccra-adrc, OU=PERSONNEL, CN=KOMERY TAYLOR TAYLOR + SERIALNUMBER=2017307140110281 Reason: 1 am approving this document Location: your signing location here Date: 2021-03-11 10:25.51 Foxt PhantomPDF Version: 10.0.1	Signature			-	
Name of the representative from the SPMMD of CBSA / Date Nom d'un représentant de la DAGBS de l'ASFC	_				
Signature					
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONT	RACTEUR				
	DocuSigned by:				
	7		2021-0	3-10	
Name and Title of individual authorized to sign on behalf of the Contractor /	Signature —			Date	



Contract Number / Numéro du contrat :

A. General Information / Informations générales

Public Works and Government Services Services gouvernementaux Canada

47060-197627/001

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Contractor Name / Nom du Contracteur :	Donna Cona				
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT) :	STOT No. Nº de l'EDT :	Financial Coding Code financier :		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
	1000356959	1950 400 20		2021-02-08	2021-02-15
B. For Amendments Only / Aux fins de modifica		I			
Amendment No. / Nº de la modification :	ation Seulement				
Reason for the Amendment / Raison pour la modification	1.				
reason of the American Pour la modification	'				
C. TA Requirements / Exigences relatives à l'A	 <u>[</u>				
Required Resource(s) / Ressource(s) requise(s)					
Category and Le Catégorie et Nive		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)		Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Business Analyst	Level 3		E	nglish	Secret
Business Analyst	Level 3		Е	English	Secret
Project Manager	Level 3		E	inglish	Secret
, ,					
Statement of Work (tasks, deliverables, reports, etc.) / É	noncé des travaux (tâches, livrables, rappor	ts, etc.)			
See attached / Voir pièce jointe					
Period of Services / Période de service:		_			
Initial Start Date / Date de début initiale :	15-Mar-2021		Initial End Date	/ Date de fin initiale :	31-Mar-2022
Extented End Date (See Reason for the Amendment) / D	Date de fin prolongée (voir Raison pour la m	odification):			
Option To Extend Initial End Date / Option pour prol		Γ			
Optional End Date(s) / Date(s) o	de fin optionnelle(s)		Status / Sta	atut ———————————————————————————————————	
			O In Effect / er	n vigueur	
Travel Requirement(s) / Exigence(s) de voyage :	n/a				
Work Location(s) / Lieu(x) de travail :	Vanier Towers, 333 North River	Road	Ontario		
PART 2 (completed by the Contractor and/or the Technical/Project Authority) /	PARTIE 2 (complété par le Contracteur et/ou le Responsab	lle technique / Chargé du projet)			
Contractor Resource(s) and Estimated Cost / R Note: once approved, only the following resources may provide services under this TA. / Note					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
- Business Analyst Level 3					\$247,200.00
- Business Analyst Level 3			<u> </u>		\$247,200.00
- Project Manager Level 3		<u> </u>	F		\$258,480.00
		Total Fetimated Travel and Living Co-		ed Cost / Coût estimatif	\$752,880.00
		Total Estimated Travel and Living Cos	si / Cout total estim		\$0.00
				HST @ 13%	\$97,874.40
					1 of 2

Date

Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur

		Tota	I Estimated Cos	t / Coût total estimatif	\$850,754.40
Check applicable Basis of Payment / Cocher la Base de Paiement applicable :	Maximum Pr Prix Maximu		Х	Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'A	T PAR LE CANADA	4			
By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.				entant de la DAGBS de l'ASFC st conforme aux conditions du c	
The client's authorization limit is \$300,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.		bles) dépasse cett		de l'AT et ses modifications e signée par le client autorisé e	et transmise à l'autorité
Name of Technical Authority / Nom de l'autorité technique CARR JEFFREY Digitally signed by CARR JEFFREY Date: 2021.03.10 08:22:40 -05'00'	Name of Contracting Author	ority / Nom de l'aut Digitally signed by Daniel ୭୩: CN = Michau	y: Michaud,	Dat	e
	Daniel	O = GC OU = PW Date: 2021.03.15	GSC-TPSGC		
Digitally signed by KOMERY TAYLOR DN: C=ca, C=pc, Cul=ccre-adrc, Cul=PERSONNEL, CN=KOMERY TAYLOR TAYLOR + SERIALNUMBER=2017307140110281 Reason: I am approving this document Location: your signing location here Date: 2021-03-12 08:36:22 Foxt PhantomPDF Version: 10.0.1	Signature				
Name of the representative from the SPMMD of CBSA / Date Nom d'un représentant de la DAGBS de l'ASFC	_				
Signature					
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONT	RACTEUR				
	DocuSigned by	•		2021-03	-10

2	of	2



Contract Number / Numéro du contrat :

A. General Information / Informations générales

Public Works and Government Services Services gouvernementaux Canada

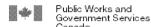
47060-197627/001

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Contractor Name / Nom du Contracteur :	Donna Cona				
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT) :	STOT No. Nº de l'EDT :	Financial Coding Code financier :		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
2021002761	1000356959	1950 400 20		2021-02-08	2021-02-15
B. For Amendments Only / Aux fins de modifica	tion seulement				
Amendment No. / Nº de la modification :	1				
Reason for the Amendment / Raison pour la modification	:				
Remove resource - PM Level 3					
C. TA Requirements / Exigences relatives à l'AT					
Required Resource(s) / Ressource(s) requise(s)					
Category and Le Catégorie et Nive		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)		Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Business Analyst I	_evel 3		E	nglish	Secret
Business Analyst I	_evel 3		E	inglish	Secret
Project Manager L	Level 3	English		inglish	Secret
		<u> </u>			
Statement of Work (tasks, deliverables, reports, etc.) / Ér	oncé des travaux (tâches, livrables, rappo	erts, etc.)			
See attached / Voir pièce jointe					
Period of Services / Période de service:		_			
Initial Start Date / Date de début initiale :	15-Mar-2021		Initial End Date	/ Date de fin initiale :	31-Mar-2022
Extented End Date (See Reason for the Amendment) / D	ate de fin prolongée (voir Raison pour la n	nodification):			
Option To Extend Initial End Date / Option pour prole		1			
Optional End Date(s) / Date(s) d	e fin optionnelle(s)		Status / Sta	atut	
			O In Effect / er	n vigueur	
Travel Requirement(s) / Exigence(s) de voyage :	n/a				
Work Location(s) / Lieu(x) de travail :	Vanier Towers, 333 North River	Road	Ontario		
PART 2 (completed by the Contractor and/or the Technical/Project Authority) / F	PARTIE 2 (complété par le Contracteur et/ou le Responsa	ble technique / Chargé du projet)			
Contractor Resource(s) and Estimated Cost / Revolution only the following resources may provide services under this TA / Note: once approved, only the following resources may provide services under this TA / Note					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
- Business Analyst Level 3	<u> </u>				\$247,200.00
- Business Analyst Level 3			<u>_</u>	<u> </u>	\$247,200.00
- Project Manager Level 3			L	<u> </u>	\$0.00
			Estimat	ed Cost / Coût estimatif	\$494,400.00
		Total Estimated Travel and Living Cos	st / Coût total estim	atif de voyage et de vie	\$0.00
					1 of 2

						ASFC - Divulgation en vertu de la lo
ocuSign Envelope ID: 947E37FD-711C-4642	-9305-87B4F143F542					
					HST @ 13%	\$64,272.00
			Tot	al Estimated Cos	t / Coût total estimatif	\$558,672.00
Check applicable Basis of Cocher la Base de Paiemer			ım Price / aximum :	X	Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANADA / PA	RTIE 3 - APPROBATION DE L'A	AT PAR LE CAN	IADA			
By signing this TA, the Technical Authority, the representative fro Contracting Authority certify(ies) that the content of this TA is in a The client's authorization limit is \$300,000. When the value of a Taxes) is in excess of this limit, the TA must be signed by the aut Contracting Authority for authorization.	ccordance with the conditions of the Contract. A and its amendments (excluding Applicable	contractante de TPS La limite d'autorisatio (excluant les taxes a	GC atteste(nt) que le co on du client est \$300,00	ontenu de cette AT es c. Lorsque la valeur d	entant de la DAGBS de l'ASF st conforme aux conditions d de l'AT et ses modifications e signée par le client autorise	u contrat.
Name of Technical Authority / Nom de l'autorité technique CARR JEFFREY Digitally signe Date: 2021.06	Date 2d by CARR JEFFREY .10 13:04:54 -04'00'	Name of Contracting Michaud, Daniel	Authority / Nom de l'au Digitally signed by: Micha Daniel DN: CN = Michaud, Danie O = GC OU = PWGSC-T Daie: 2021 06 22 14 28 0	ud, el C = CA PSGC	ī	Date
Signature OTOOLE Digitally signed by OTOOLE TAMMY DN: Crea, Orgo, OU-conn-addr. OU-PERSONNEL, CN-OTOOLE TAMMY OU-PERSONNEL, CN-OTOOLE TAMMY TAMMY TAMMY Dn: Crean, Orgo, OU-conn-addr. OU-PERSONNEL, CN-OTOOLE TAMMY Not Connected to the Address of t	-	Signature	*			
Name of the representative from the SPMMD of CBSA / Nom d'un représentant de la DAGBS de l'ASFC	Date	_				
Signature	_					
PART 4 - CONTRACTOR SIGNATURE / PA	RTIE 4 - SIGNATURE DU CONT	racteur				
		Doc	cuSigned by:		2021-06	 -10

	DocuSigned by:	
		2021-06-10
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur	Signature	Date



Contract Number / Numéro du contrat : Contractor Name / Nom du Contracteur :

A. General Information / Informations générales

Public Works and Government Services Services gouvernementaux Canada

47060-197627/001

Donna Cona

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Task Authorization (TA) No. № de l'autorisation de tâches (AT) :	STOT No. Nº de l'EDT :			Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
	1000356585	2940 300 00		2021-01-20	2021-01-22
B. For Amendments Only / Aux fins de modificati	on seulement				
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la modification :					
C. TA Requirements / Exigences relatives à l'AT					
Required Resource(s) / Ressource(s) requise(s)					
Category and Leve Catégorie et Nivea		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)		Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Project Executive L	evel 3	English			Secret
Statement of Work (tasks, deliverables, reports, etc.) / Éno See attached / Voir pièce jointe	nce des travaux (taches, livrables, rappor	ts, etc.)			
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :	15-Mar-2021		Initial End Date	/ Date de fin initiale :	31-Mar-2022
Extented End Date (See Reason for the Amendment) / Da	te de fin prolongée (voir Raison pour la m	odification):			
☐ Option To Extend Initial End Date / Option pour prolor	nger la date de fin initiale				
Optional End Date(s) / Date(s) de	fin optionnelle(s)		Status / Sta	atut	
			O In Effect / er	vigueur	
			- 11 2110000		
Travel Requirement(s) / Exigence(s) de voyage :	n/a				
Work Location(s) / Lieu(x) de travail :	Vanier Towers, 333 North River	Road	Ontario		
PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PA	ARTIE 2 (complété par le Contracteur et/ou le Responsab	le technique / Chargé du projet)			
Contractor Resource(s) and Estimated Cost / Resource once approved, only the following resources may provide services under this TA. / Nota					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
- PE Level 3					\$300,000.00
					\$0.00
			Estimat	ed Cost / Coût estimatif	\$300,000.00
		Total Estimated Travel and Living Cos	st / Coût total estim	atif de voyage et de vie	\$0.00
				HST @ 13%	\$39,000.00
		Tot	tal Estimated Cos	t / Coût total estimatif	\$339,000.00
					1 of 2

Check applicable Basis of Payment / Cocher la Base de Paiement applicable :	Maximum Price / Prix Maximum :	X	Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'A	T PAR LE CANADA			
y signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.	En apposant sa signature sur l'AT, l'auto contractante de TPSGC atteste(nt) que l			
he client's authorization limit is \$300,000. When the value of a TA and its amendments (excluding Applicable axes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC ontracting Authority for authorization.	La limite d'autorisation du client est \$300 (excluant les taxes applicables) dépasse contractante de TPSGC pour autorisation	cette limite, l'AT doit êtr		
lame of Technical Authority / Nom de l'autorité technique Date	Name of Contracting Authority / Nom de	l'autorité contractante		Date
CARR JEFFREY Digitally signed by CARR JEFFREY Date: 2021.03.10 08:21:28 -05'00'				
Digitally signed by KOMERY TAYLOR Digitally signed by KOMERY TAYLOR DIGITALITY CONSTRUCTION CONS	Signature			
ame of the representative from the SPMMD of CBSA / Date om d'un représentant de la DAGBS de l'ASFC				
ignature				
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONT	RACTEUR			
	DocuSigned by:			
			2021-0	3-10
	· ·			



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

A. General Information / Informations génér	<u>ales</u>				
Contract Number / Numéro du contrat :	47060-197627/002				
Contractor Name / Nom du Contracteur :	Adirondack				
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT) :	STOT No. № de l'EDT :	Financial Coding Code financier :		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
2021002821	1000357536	1950 400 20		3/16/2021	3/22/2021
B. For Amendments Only / Aux fins demodi	fication seulement				
Amendment No. / N° de la modification :					
Reason for the Amendment / Raison pour la modifica	tion:				
C. TA Requirements / Exigences relatives à	<u>l'AT</u>				
Required Resource(s) / Ressource(s) requise(s)					
Category and Catégorie et N		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Effort (days) / Niveau Linguistic Profile / Profile d'effort estimatif linguistique		Required Level(s) of Security / Niveau(x) de sécurité requis
Project Manager	Level 2		E	English	Secret
Statement of Work (tasks, deliverables, reports, etc.)	/ Énoncé des travaux (tâches, livrables, rapp	orts, etc.)			
See attached / Voir pièce jointe					
Period of Services / Période de service:					
nitial Start Date / Date de début initiale :	01-Apr-2021]	Initial End Date	e / Date de fin initiale :	31-Mar-2022
Extented End Date (See Reason for the Amendment)	/ Date de fin prolongée (voir Raison pour la	modification):			
☐ Option To Extend Initial End Date / Option pour p	rolonger la date de fin initiale				
Optional End Date(s) / Date(s	s) de fin optionnelle(s)		Status / St	atut	
			O In Effect / er	n vigueur	
Travel Requirement(s) / Exigence(s) de voyage :	n/a	5 .	0.1.1		
Nork Location(s) / Lieu(x) de travail :	Vanier Towers, 333 North River	Road	Ontario		
PART 2 (completed by the Contractor and/or the Technical Project Authori	ly) / PARTIE 2 (complété par le Contracteur et/ou le Respo	onsable technique / Chargédu projet)			
Contractor Resource(s) and Estimated Cost tole: once approved, only the following resources may provide services under this					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
PM Level 2	•				\$218,400.00
Estimated Cost / Coût estimatif					\$218,400.00
		Total Estimated Travel and Living Cos	t / Coût total estim	atif de voyage et de vie	\$0.00
				HST @ 13%	\$28,392.00
		Tota	al Estimated Cos	t / Coût total estimatif	\$246,792.00
Check applicable Basi Cocher la Base de Paier		Maximum Price / Prix Maximum :	Х	Firm Price / Prix Ferme :	

By signing this TA, the Technical Authority, the representative from the SPMMD of Contracting Authority certify(ies) that the content of this TA is in accordance with					
The client's authorization limit is \$300,000. When the value of aTA and its ament Taxes) is in excess of this limit, the TA must be signed by the authorized client an Contracting Authority for authorization					
Bogdan Buduru	16-Mar-21				
Name of Technical Authority / Nom de l'autorité technique Date		Name of Contracting Authority / Nom de l'autorité contractante	Date		
BUDURU Digitally signed by BUDURU					
BOGDAN Date: 2021.03.16 10:59:53 -04'00'					
Digitally signed by KOMERY TAN DN: C-ca, O-ge, O-U-corradro, DN: C-ca, O-Qe, O-U-corradro, Ressor: I am approximy fish doo. Location: your signing location he Date: 2021 do-32 1357:19 Foxit Phantom PDF Version: 10.0 Name of the representative from the SPMMD of CBSA / Date Nom d'un représentant de la DAGBS de l'ASFC	OU=PERSONNEL, CN=KOMERY 017307140110281 ument ere	-			
Signature					
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE	GNATURE DU CONT	TRAC TEUR			
1 2			Mar. 16, 2021		
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneu	ur	Signature	Date		



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1	(complété par le Responsable technique / Chargédu projet)				
A General Information / Informations général	<u>es</u>				
Contract Number / Numéro du contrat :	47060-197627/002				
Contractor Name / Nom du Contracteur :	Adirondack				
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT) :	STOT No. N° de l'EDT :	Financial Coding Code financier:		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
2021002821	1000357536	1950 400 20		3/16/2021	3/22/2021
B. For Amendments Only / Aux fins demodifi	cation seulement				
Amendment No. / N° de la modification :					
Reason for the Amendment / Raison pour la modification	n:				
C. TA Requirements / Exigences relatives à l'A	<u>AT</u>				
Category and L Catégorie et Niv		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)		Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Project Manager Level 2 English		Secret			
Statement of Work (tasks, deliverables, reports, etc.) / See attached / Voir pièce jointe	Énoncé des travaux (tâches, livrables, rapp	xorts, etc.)			
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :	01-Apr-2021]	Initial End Date	e / Date de fin initiale	31-Mar-2022
Extented End Date (See Reason for the Amendment) /		modification):			
Option To Extend Initial End Date / Option pour pro		1	Status / St	ctut	
Optional End Date(s) / Date(s)	de IIII optionnene(s)				
			O In Effect / er	n vigueur	
Travel Requirement(s) / Exigence(s) de voyage :	n/a				
Work Location(s) / Lieu(x) de travail :	Vanier Towers, 333 North River	Road	Ontario		
PART 2 (completed by the Contractor and/or the Technical Project Authority)	/ PARTIE 2 (complété par le Contracteur et/ou le Resp	onsable technique / Chargédu projet)			
Contractor Resource(s) and Estimated Cost // Note: once approved, only the following resources may provide services underthis TX					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
PM Level 2				, , , , , , , , , , , , , , , , , , ,	\$218,400.00
			Estimati	ed Cost / Coût estimatif	\$218,400.00
		Total Estimated Travel and Living Cos	st / Coût total estim	atif de voyage et de vie	\$0.00
				HST @ 13%	\$28,392.00
		Tot	al Estimated Cos	t / Coût total estimatif	\$246,792.00
Check applicable Basis		Maximum Price/	Х	Firm Price /	

		the SPMMD of CBSA and/or the PWGSC ordance with the conditions of the Contract					
	the TA must be signed by the author	and its amendments (excluding Applicable orized dient and forwarded to the PWGSC					
Bogdan	Buduru	16- M ar-21					
Name of Technical Authority / N	Iom de l'autorité technique D	ate	Name of Contracting Authority / Nom de l'autorité contractante	Date			
BUDURU	Digitally signed by BUDURU BOGDAN						
BOGDAN	Date: 2021.03.16 10:59:53 -04'00'						
KOMERY T Name of the representative from Nom d'un représentant de la DA	DN: C=ca, O=g TAYLOR TAYLOR+ SEI Reason: I am a Location: your Date: 2021-03- Foxit Phantom In the SPMMD of CBSA /	by KOMERY TAYLOR e, OUl=cora-adrc, OUPERSONNEL, CN=KOMERY (RALNUMBER=2017307140110281 pproving this document 22 13:57:19 DF Version: 10.0.1 ate	-				
Signature							
PART 4 - CONTRACTO	OR SIGNATURE / PART	TIE 4 - SIGNATURE DU CONT	RAC TEUR				
				Mar. 16, 2021			
	horized to sign on behalf of the Cor sonne autorisée à signer au nom de		Signature	Date			



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

A Conoral Information / Informations	gánáralaa				
A. General Information / Informations Contract Number / Numéro du contrat :	47419-198132/001/EL				
Contractor Name / Nom du Contracteur :	TEKSYSTEMS CANAI	DA CORP			
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT) :	Commitment No. N° de l'engagement :	Financial C Code finan	-	Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
2021002839	1000357494	Fund: 20	CC: 190830020, Fund: 2001, 202 Functional Area: 30700		2021-03-18
B. For Amendments Only / Aux fins do	e modification seulement				
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la	modification :				
C. TA Requirements / Exigences relat	ives à l'AT				
Required Resource(s) / Ressource(s) requise	e(s)				
Category and Le Catégorie et Nive		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	-	c Profile / Profile nguistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Technology Architect - Level 3		The second secon	F	English	Reliability / Fiabilité
Statement of Work (tasks, deliverable	les, reports, etc.) / Énonc	é des travaux (tâ	ches, livrat	oles, rapports, etc	5.)
See attached / Voir pièce jointe					
See attached / Voir pièce joint					
Period of Services / Période de service: Initial Start Date / Date de début initiale :	01-Apr-2021]	tial End Date	/ Date de fin initiale :	03-Aug-2023
Extented End Date (See Reason for the Ame		J			
Option To Extend Initial End Date / Option		initiale			
Optional End Date(s) / Date(s) d	e fin optionnelle(s)			Status / Statut	
			0 1	n Effect / en vigueur	
			0 1	n Effect / en vigueur	
Travel Requirement(s) / Exigence(s) de voya	g∈n/a				

Work Location(s) / Lieu(x) de travail :	NCR - Work remo	tely off site	•		
		-			
PART 2 (completed by the Contractor and/or the Technical/Pr	oject Authority) / PARTIE 2 (complété	par le Contracteur et/ou le Respo	onsable technique / Cl	nargé du projet)	
Contractor Resource(s) and Estimate	ed Cost / Ressource(s) du	Contracteur et Co	ût total est	imatif	
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
I.11 Technology Architect					\$788,200.00
			Estimated	Cost / Coût estimatif	\$788,200.00
				Applicable Taxes	\$102,466.00
	Total Estimated Travel a	nd Living Cost / Coût	total estimati	f de voyage et de vie	\$0.00
		Total Esti	mated Cost /	Coût total estimatif	\$890,666.00
Check applicable Basis of Cocher la Base de Paieme		Maximum Price / Prix Maximum :	Х	Firm Price /	
By signing this TA, the authorized client authority ar Authority certify(ies) that the content of this TA is in	ADA / PARTIE 3 - APPRO	En apposant sa signatu atteste(nt) que le conte	ure sur l'AT, le c	lient autorisé et/ou l'autor est conforme aux conditio	
Authority certify(ies) that the content of this TA is in the Contract. The client's authorization limit is \$300,000. When the (excluding Applicable Taxes) is in excess of this limit.	ADA / PARTIE 3 - APPRO	En apposant sa signatu atteste(nt) que le conte La limite d'autorisation (excluant les taxes app	ure sur l'AT, le c enu de cette AT du client est 30 dicables) dépass	Iient autorisé et/ou l'autor est conforme aux conditio 0,000 \$. Lorsque la valeur	ns du contrat. r de l'AT et ses modifications re signée par le client autorisé
By signing this TA, the authorized client authority ar Authority certify(ies) that the content of this TA is in the Contract. The client's authorization limit is \$300,000. When the (excluding Applicable Taxes) is in excess of this limit.	ADA / PARTIE 3 - APPRO	En apposant sa signatu atteste(nt) que le conte La limite d'autorisation (excluant les taxes app	ure sur l'AT, le c enu de cette AT du client est 30 dicables) dépass	Iient autorisé et/ou l'autor est conforme aux conditio 0,000 \$. Lorsque la valeur se cette limite, l'AT doit êt	ns du contrat. r de l'AT et ses modifications re signée par le client autorisé
By signing this TA, the authorized client authority are Authority certify(ies) that the content of this TA is in the Contract. The client's authorization limit is \$300,000. When the (excluding Applicable Taxes) is in excess of this limical authorized client and forwarded to the PWGSC Contract.	ADA / PARTIE 3 - APPROMETE ADA / PARTIE 3 - APPR	En apposant sa signatu atteste(nt) que le conte La limite d'autorisation (excluant les taxes app et transmise à l'autorité	ure sur l'AT, le c enu de cette AT du client est 30 dicables) dépass e contractante de	Iient autorisé et/ou l'autor est conforme aux conditio 0,000 \$. Lorsque la valeur se cette limite, l'AT doit êt	ns du contrat. r de l'AT et ses modifications re signée par le client autorisé n
By signing this TA, the authorized client authority ar Authority certify(ies) that the content of this TA is in the Contract. The client's authorization limit is \$300,000. When the (excluding Applicable Taxes) is in excess of this limic authorized client and forwarded to the PWGSC Corp. Antonio Utano	ADA / PARTIE 3 - APPRO	En apposant sa signatu atteste(nt) que le conte La limite d'autorisation (excluant les taxes app et transmise à l'autorité	du client est 300 dicables) dépasse contractante de uthority / Nom d	CANADA dient autorisé et/ou l'autor est conforme aux condition,000 \$. Lorsque la valeur se cette limite, l'AT doit êt e TPSGC pour autorisation de l'autorité contractante de l'autorité de l'autorité contractante de l'autorité de l'autorité de l'autorité contractante de l'autorité de l'autorité contractante de l'autorité de l'autorité contractante de l'autorité de l'auto	ons du contrat. r de l'AT et ses modifications re signée par le client autorisé n Date
By signing this TA, the authorized client authority ar Authority certify(ies) that the content of this TA is in the Contract. The client's authorization limit is \$300,000. When the (excluding Applicable Taxes) is in excess of this liming authorized client and forwarded to the PWGSC Corp. Antonio Utano Name of Technical Authority / Nom de l'autorité de l	ADA / PARTIE 3 - APPROMETITE 3	En apposant sa signate atteste(nt) que le conte La limite d'autorisation (excluant les taxes app et transmise à l'autorité Name of Contracting A	du client est 300 dicables) dépasse contractante de uthority / Nom d	CANADA lient autorisé et/ou l'autor est conforme aux conditio 0,000 \$. Lorsque la valeur se cette limite, l'AT doit êt e TPSGC pour autorisatio	ons du contrat. r de l'AT et ses modifications re signée par le client autorisé n Date
By signing this TA, the authorized client authority ar Authority certify(ies) that the content of this TA is in the Contract. The client's authorization limit is \$300,000. When the (excluding Applicable Taxes) is in excess of this limic authorized client and forwarded to the PWGSC Cornamor Antonio Utano Name of Technical Authority / Nom de l'autorité de l'auto	ADA / PARTIE 3 - APPROMETITE 3	En apposant sa signatu atteste(nt) que le conte La limite d'autorisation (excluant les taxes app et transmise à l'autorité Name of Contracting A Mansour, Si	du client est 300 dicables) dépasse contractante de uthority / Nom d	CANADA lient autorisé et/ou l'autor est conforme aux conditio 0,000 \$. Lorsque la valeur se cette limite, l'AT doit êt e TPSGC pour autorisatio	ons du contrat. r de l'AT et ses modifications re signée par le client autorisé n

2021-03-18 Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur Signature Date

Contract: 47419-198132/001/EL

Statement of Work

Contract Number Task Authorization Number 47419-198132/001/EL 2021002839

Category / Level

NUMBER OF RESOURCES	RESOURCE CATEGORY	LEVEL OF EXPERTISE
1	I.11 Technology Architect	Level 3

Objectives (High-level description of expected outcome)

As part of the Canada Border Services Agency (CBSA) - Application Modernization project, the resources listed above are required to provide advice, engage stakeholders (Business, IT applications and Cloud Vendors), and coordinate activities to facilitate the implementation of cloud technologies on both the Amazon Web Services (AWS) and Microsoft Azure Protected B compliant Cloud environments.

Scope of Work (An overview of the work that needs to be done)

The resources listed will provide IT Professional Services on the CBSA Cloud environments (AWS and Azure), as part of the Application Modernization project.

The Contractor must complete the deliverables outlined in this statement of work through IM/IT professional services with the following resource category:

NUMBER OF RESOURCES	RESOURCE CATEGORY	LEVEL OF EXPERTISE
1	I.11 Technology Architect	Level 3

Tasks

Tasks will include, but not be limited to the following:

- Review current CBSA environment, including workloads, services, data, network and infrastructure deployed;
- Provide cloud assessments and analysis of workloads and services to determine which workloads are good candidates for migration:
- Provide guidance, design, configuration and implementation of base environments and cloud services;
- Map source environment resources/services to target cloud resource/service;
- Define and design appropriate to-be application, platforms, and hosting architectures in public clouds with connectivity to on-premises data centres;
- Conduct sizing activities;
- Assist in the deployment, development, testing and support of cloud services to meet identified workload requirements;
- Develop and deploy cloud operations and security management tools and services into their respective accounts and zones;
- Design cloud architecture that meets key non-functional requirements (security, compliance, performance, resiliency, and availability);
- Support the migration of workloads and capabilities (e.g. Disaster recovery, archiving and backup) to cloud;
- Leverage cloud specific services (e.g. Web Application PaaS, Resource Manager, etc.) to implement desired cloud operating models and enable DevOps capabilities;
- Develop and document the proposed short and medium term cloud strategy for the selective migration to cloud services or alternative IT service delivery platforms;
- Ensure the integration of all aspects of cloud technology solutions;
- Support applications and technical support to teams in the existing and new infrastructure;
- Identify key issues that can be addressed and benefits that could be achieved with a selective migration to cloud services or alternative IT service delivery platforms;
- Design, document, and automate security and vulnerability incident response procedures;
- Design, document, and automate vulnerability as sessment procedures:

Contract: 47419-198132/001/EL

submissions

Agence des services frontaliers du Canada

Design, document, and automate OS and application patching and update procedures; and,

•	Provide reviews of security-related documentation in support of SA&A initiative for cloud and SaaS
	services.

services.		
Deliverables (List of expected deliverables to be produced or provided) The Contractor will provide the following Deliverables:	Due Date TBD by Technical	
I.11 Technology Architect		Authority as needed
Access Control Monitoring and Reporting - Technology Design Document: Design for a tool to monitor, report on, and remediate access to the cloud environments from non-standard devices and locations. Investigate options to ensu the solution is extensible to a hybrid-cloud and multi-cloud environment.	ıre	July 2021
Azure Security Assessment and Authorization report: A report describing the technical design and implementation, ensuring that the Cloud implementation meet ITSG-33-based security controls for Azure cloud and SaaS services. This report should incorporate the review/input from both Security staff and third-pasecurity experts.	October 2021	
Cloud Platform Support - Prototype data models: A diagram describing service and alert-specific remediation of non-compliant resources and services across multicloud platforms including AWS and Azure. This will include a Prototype of the data model as well as all required supporting components including lambdas and function message queues, and subscriptions.	December 2021	
Cloud Platform Services - Deployment models: A visual illustration of the architecture for the advanced configuration and deployment for Cloud platform services. Including platform services such as centralized email distribution and SMS notification required by Arrive CAN and Right Touch Air.	March 2022	
Cloud Platform Services - Technology Design Document: A document describe the architecture, configuration and deployment for Cloud platform services. This includes platform services such as centralized email distribution and SMS notification required by ArriveCAN and Right Touch Air.	April 2022	
Cloud Application Deployments workflow – High-Level Design: A document for capturing workflow processes using IaC (Infrastructure as Code) principles and capture the CloudFormation and other code and configuration in the CodeCommit version control system.	July 2022	
Security Auditing Components – Technology Design Document: A document describing the architecture supporting the Cloud auditing solutions. Including single stream observability across multi-cloud environments (Azure and AWS). Investigate and prototype options for on-prem integration of platform auditing.	November 2022	
Multi-Cloud Single Stream Event Monitoring – High-Level Design. A document capturing the single-stream event monitoring across multi-cloud and hybrid-cloud environments. Including the Prototype and implement solutions that support event surfacing, triage and remediation. This will require Runbooks to support observabilities.	February 2023	
Cloud Application Migration - Preliminary Options Analysis (POA): A document describing the review of the different options analysis of candidate cloud application that function in a multi-cloud environment including all candidates scheduled for migration in Wave 1 and Wave 2 of the CBSA migration program.	July 2023	
Reporting Requirements The Contractor will provide the weekly reports, as identified above to the Technical Authority.	e Deliverables as well is the Project weekly gress reports and any ther reports agreed n are to be confirmed	
Invoices for maximum priced work must be submitted in accordance with the terms and conditions outlined in this contract.	with the Technical hority prior to invoice	



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

A. General Information / Informations o	 générale <u>s</u>				
Contract Number / Numéro du contrat :	47419-223800/001/	EL			
Contractor Name / Nom du Contracteur :	Emerion / Cofomo				
Task Authorization (TA) No. № de l'autorisation de tâches (AT)	Commitment No. Nº de l'engagement	Financial Coding Date of Issuance Code financier Date d'émission		Response required by Réponse requise d'ici le	
2021002892	1000356853	1920 600	0 80	Feb 3, 2021	Feb 8, 2021
B. For Amendments Only / Aux fins de	modification seulem	ent			
Amendment No. / Nº de la modification : Reason for the Amendment / Raison pour la m	odification:				
C. TA Requirements / Exigences relatively Required Resource(s) / Ressource(s) requise(s)					
Category and Level Catégorie et Niveau	,	# of days		Language	Required Level(s) of Security / Niveau(x) de sécurité requis
Database Analyst (EDW & BI) - Level	3			English	Reliability/ Secret
Statement of Work (tasks, deliverables, reports See attached / Voir pièce jointe	s, etc.) / Énoncé des trava	aux (tâches, livrable	s, rapports, etc	p.):	
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :	29-Mar-2021		Initial End Da	ate / Date de fin initiale :	07-Jul-2021
Extented End Date (See Reason for the Amen	dment) / Date de fin prolo	ongée (voir Raison p	our la modifica	ation):	
☐ Option To Extend Initial End Date / Option	າ pour prolonger la date d	le fin initiale			
Optional End Date(s) / Date(s) de fin	optionnelle(s)		S	tatus / Statut	
			O In	Effect / en vigueur	
Travel Requirement(s) / Exigence(s) de	None				
voyage : Work Location(s) / Lieu(x) de travail :	National Capital Re	gion Ottawa			

PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

Contractor Resource(s) and Estimated					
Note: once approved, only the following resources may provide services	under this TA. / Nota : une fois approuve	ée, seules les ressources suivant	es peuvent fournir de	s services sous la présente AT	
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
Data Analyst, Level		•			\$82,500.00
			Estima	ated Cost / Coût estimatif	\$82,500.00
	Total Estimated Trave	el and Living Cost / 0	Coût total estir	matif de voyage et de vie	\$0.00
				HST @ 13%	\$10,725.00
		Total I	Estimated Co	est / Coût total estimatif	\$93,225.00
Check applicable Basis of Pa Cocher la Base de Paiement a	•	Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANA	DA / PARTIE 3 - AP	PROBATION D	E L'AT PAI	R LE CANADA	
By signing this TA, the authorized client authority and Authority certify(ies) that the content of this TA is in ac				lient autorisé et/ou l'autorité c est conforme aux conditions c	
conditions of the Contract. The client's authorization limit is \$300,000. When the amendments (excluding Applicable Taxes) is in exceed be signed by the authorized client and forwarded to the Authority for authorization.	ss of this limit, the TA must	(excluant les taxes app	licables) dépas	00,000. Lorsque la valeur de se cette limite, l'AT doit être s actante de TPSGC pour autor	ignée par le client
Nathalie Gaul	05-Feb-21				
Name of Technical Authority / Nom de l'autorité technique	### ### ### ### ### #### #############	Name of Contracting A	uthority / Nom o	le l'autorité contractante	Date
GAUL NATHALIE Digitally signed by GAUL NATHALIE Date: 2021.02.05 15:16:51 -05'(oo'				
Signature	_	Signature			•
KOWERY DN: C=ca, O=gc, C	08:41:56	31			
[If applicable, insert the following] Name of the representative from (insert the Department name) [Ajouter ce qui suit, s'il y a lieu] Nom du représentant de (insérer le nom du Ministère)	Date	-			
Signature	-				
PART 4 - CONTRACTOR SIGNATU	RE / PARTIE 4 - SIG	GNATURE DU C	ONTRACT	EUR	
				10Fe	=b21
Name and Title of individual authorized to sign on bel Nom et titre Signature de la personne autorisée à sig		Signature	-		Date



Contract Number / Numéro du contrat :

A. General Information / Informations générales

Canada

47419-223800/001/EL

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Contractor Name / Nom du Contracteur :	Emerion / Cofomo					
Task Authorization (TA) No. N⁰ de l'autorisation de tâches (AT)	· · · · · · · · · · · · · · · · · · ·		Response required by Réponse requise d'ici le			
2021002892	1000356853	1920 600 80 31-May-21		7-Jun-21		
B. For Amendments Only / Aux fins	de modification seuleme	ent_				
Amendment No. / Nº de la modification :	1					
Reason for the Amendment / Raison pour la Exercise option to renew - increase level of						
C. TA Requirements / Exigences relatives required Resource(s) / Ressource(s) required	<u> </u>					
Category and Lev Catégorie et Nivea		# of days	Language	Required Level(s) of Security / Niveau(x) de sécurité requis		
Database Analyst (EDW & BI) - Le	vel 3	English		Reliability/ Secret		
Statement of Work (tasks, deliverables, rep	orts, etc.) / Énoncé des trava	ux (tâches, livrables	, rapports, etc.):			
Period of Services / Période de service:						
Initial Start Date / Date de début initiale :	15-Mar-2021		Initial End Date / Date de fin initiale	07-Jul-2021		
Extented End Date (See Reason for the Am	nendment) / Date de fin prolo	ngée (voir Raison po	our la modification):	07-Jul-2022		
X Option To Extend Initial End Date / Op	tion pour prolonger la date de	e fin initiale				
Optional End Date(s) / Date(s) de	fin optionnelle(s)		Status / Statut			
			O In Effect / en vigueur			
Travel Requirement(s) / Exigence(s) de voyage :	None					
Work Location(s) / Lieu(x) de travail :	National Capital Reg	lational Capital Region, Ottawa				

PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

Contractor Resource(s) and Estimated Note: once approved, only the following resources may provide services ur					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile /	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
Data Analyst, Level		1	J	+ +	\$247,500.00
<u> </u>			Estima	ated Cost / Coût estimatif	\$247,500.00
	Total Estimated Trav	el and Living Cost / C	Coût total estir	matif de voyage et de vie	\$0.00
				HST @ 13%	\$32,175.00
		Total F	Estimated Co	ost / Coût total estimatif	\$279,675.00
Check applicable Basis of Pay Cocher la Base de Paiement ap	•	Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANAL By signing this TA, the authorized client authority and/o				R LE CANADA	ontractante de TPSGC
conditions of the Contract. The client's authorization limit is \$300,000. When the vamendments (excluding Applicable Taxes) is in excess be signed by the authorized client and forwarded to the Authority for authorization. Nathalie Gaul	s of this limit, the TA must	(excluant les taxes appl	olicables) dépass	00,000. Lorsque la valeur de l' se cette limite, l'AT doit être si actante de TPSGC pour autori	ignée par le client
Name of Technical Authority / Nom de l'autorité technique GAUL Digitally signed by GAUL NATHALIE	Date	Name of Contracting A	uthority / Nom d	de l'autorité contractante	Date
NATHALIE Date: 2021.05.31 15:44:28 -04'00'	-				
Signature		Signature			
Mark Boschman - CBSA	June 29, 2021				
[If applicable, insert the following] Name of the representative from (insert the Department name) [Ajouter ce qui suit, s'il y a lieu] Nom du représentant de (insérer le nom du Ministère) BOSCHMAN BOSCHMAN MARK DIL COURS DE 2019, OUICE 1691 (2019) NARK MARK	PERSONNEL, 1	•			
Foxit PhantomPDF Version: 10.0.1 Signature					
PART 4 - CONTRACTOR SIGNATUR	RE / PARTIE 4 - SIG	GNATURE DU C	ONTRACT	EUR	
				June 2	. 2021
Name and Title of individual authorized to sign on beha Nom et titre Signature de la personne autorisée à signo		Signature			Date

Data Analyst Level 3

Tasks

Tasks and responsibilities

could include but are not limited to:

- 1. Develop a comprehensive understanding of Data Warehouse processes and content
- 2. Provide support, develop and present DW/BI strategies, roadmaps and project plans
- 3. Develop complex SQL queries incorporating inner joins, outer joins, aggregates, unions, subqueries, group by, where clause, having clause, triggers, cursors, views, XML query function and other advanced SQL fundamentals and utilize SQL expertise to support and assist Data Modelers, Data Warehouse Analysts, Testers and End Users
- 4. Provide input with BI/DW database performance and design related issue.
- 5. Provide support to develop an Enterprise Data Warehouse model; including logical model integration of data from multiple subject areas and use Kimball Methodology (dimensional models integrated via conformed dimensions)
- 6. Identify requirements for improvements to existing databases by determining users' information requirements and system performance and functional requirements
- 7. Develop and implement procedures that will ensure the accuracy, completeness, and timeliness of data stored in the database
- 8. Mediates and resolves conflicts among users' needs for data
- 9. Advise programmers, analysts, and users about the efficient use of data
- 10. Provide input into Data Warehouse design decisions
- 11. Examine data available in existing data source and collect statistics about that data
- 12. Write source to target mappings
- 13. Work within the Service Lifecycle Management Framework.

Specialties and Skills

Specialties could include but not limited to:

- IBM InfoSphere DataStage
- IBM InfoSphere Information Server (Metadata Workbench, Business Glossary, Information Analyzer)
- IBM DB2 LUW
- IBM/zOSDB2
- IBM Puredata for Analytics
- Unix
- Linux
- ERWin Data Modeler
- IBM Data Architect

- IBM Cognos
- IBM SPSS
- IBM Change Data Capture
- Microsoft SQL
- XML
- Microsoft Office Suite (Word, Excel, PowerPoint)
- Microsoft VISIO
- JIRA
- Kimball Methodology

Deliverables

Deliverables could include but are not limited to:

- Analysis documents, functional and technical requirements documents, and design documents for business intelligence deliverables such as cubes, report and package
- Examine data available in existing data source and collect statistics and information about that data via data profiling
- Develop complex SQL Queries incorporating inner joins, outer joins, aggregates, unions, subqueries, group by, where clause, having clause, triggers, cursors, views, XML query functions and other advanced SQL fundamentals
- Reconcile between source data and data within the data warehouse
- Translate business requirements into specification documents
- Provide input to Data Warehouse Database Design decisions
- Write documentation in support of TASKS above as required
- Status and progress reports provided weekly and/or monthly

Constraints

- 1. At no time and in no way is CBSA data to be removed from CBSA sites, nor will access to or from the contractor's IT systems through the use of a session or ling (e.g VPN) be permitted; and
- 2. The contractor must comply with CBSA internals ecurity policies, directives, standards, and guidelines at all times during the contract.

Reporting Requirements

- 1. Timesheets are to be provided weekly or monthly depicting hours worked on a daily basis; and
- 2. It is the responsibility of the Contractor to facilitate and maintain regular communication with the Technical Authority. Status updates, verbal or written, may be requested by the Technical Authority over the course of the TA. Communication is defined as all reasonable effort to inform all parties of plans, decisions, proposed approaches, implementation, and results of work, to ensure that the project is progressing well and in accordance with expectations. Communication may include: phone calls; electronic mail; faxes; and meetings. In addition, the Contractor is to immediately notify the Technical Authority of anyissues, problems or areas of concern in relation to any work completed under the TA, as they arise.

Location of Work

- 1. CBSA regular working hours are Monday to Friday, between 7 a.m. to 6 p.m. Eastern Time (Standard Workday):
- 2. Work will be performed at the CBSA location at Vanier Towers, 333 River Road, Ottawa, ON; and
- 3. No travel outside of the National Capital Region (NCR) is anticipated.

Language of Work

The proposed resource will be required to perform the work in English. Every individual proposed in its bid must be English and must be able to communicate or ally and in writing without any assistance and with minimal errors.

http://www.international.gc.ca/ifait-iaeci/test_levels-niveaux.aspx?lang=eng#b



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet) A. General Information / Informations générales 47419-226879-001 Contract Number / Numéro du contrat : Contractor Name / Nom du Contracteur : TPG Task Authorization (TA) No. / No. Commitment No. / Nº de Financial Coding / Code Date of Issuance / Date Response required by / de l'autorisation de tâches (AT) : l'engagement: financier: d'émission : Réponse requise par : 1000355811 1813-820-00 2001 - 10400 March 30, 2021 2021002936 March 31, 2021 B. For Amendments Only / Aux fins de modification seulement Amendment No. / Nº de la modification : Reason for the Amendment / Raison pour la modification : C. TA Requirements / Exigences relatives à l'AT Required Resource(s) / Ressource(s) requise(s) Estimated Level of Effort (days) / Niveau | Linguistic Profile / Profile | Required Level(s) of Security / Category / Catégorie Level / Niveau d'effort estimatif linguistique Niveau(x) de sécurité requis (jours) + **Project Manager** 2 English / Anglais Secret Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.) STATEMENT OF WORK 1.0 TITLE P.9 - Project Manager, Level 2 2.0 OBJECTIVE The Canada Border Services Agency (CBSA) requires a variety of Information Management (IM)/Information Technology (IT) professional services resources with knowledge and experience supporting and assisting with Government of Canada business application, infrastructure and systems projects. The purpose of these services is to augment capacity in the planning and execution of departmental IM/IT initiatives managed by the Information, Science and Technology Branch and the Traveller's Branch supporting the Traveller's Program, on an as and when required basis. IM/IT expertise and support services are required to provide expert level advice and thought leadership in specific technologies, processes, applications, and integrated programs interdepartmentally and with other stakeholders accountable for IM/IT initiatives. This includes, but is not limited to, implementation suggestions, identification of road maps for way forward, expertise/guidance on evolving technologies/mandates and risk initiatives, and IM/IT professional services on critical business application, infrastructure and systems on an as and when required basis. This will ensure a third party independent view required to provide feedback, monitoring and expertise/recommendations to ensure the technology component of projects progresses as required. 3.0 BACKGROUND

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

CBSA is responsible for providing integrated services supporting national security and public safety priorities while facilitating the free flow of people and goods. CBSA manages this priority through its design, development, implementation and ongoing support of IM/IT tools and systems at the Agency, while maintaining the integrity and availability of all technology infrastructures and applications.

The Information, Science and Technology Branch (ISTB) provides technology leadership of corporate business applications and IT programs at CBSA. ISTB provides delivery of technology products, applications and services to meet business needs while investing in modern IT infrastructure to maintain, build on and innovate current and future IM/IT Agency initiatives. The Traveller's Branch provides program, policy and project management oversight on the Traveller's Programs and its supporting IT projects.

The Travellers Program currently leverages more than 40 IT assets, many of which are mission critical systems, and allow the Agency to manage the flow of people at border entry points. The program includes major projects with Treasury Board oversight.

The key to successful project implementation is adherence to effective delivery principles and active communication. Working with various partners, such as Shared Services Canada (SSC), CBSA ensures all required IM/IT initiatives are strategically aligned with operational requirements and are delivered on time, on budget and in accordance with project objectives. CBSA is seeking IM/IT professional services on an as and when required basis to provide critical key support for these initiatives.

4.0 SCOPE OF THE WORK

The contractor must provide project management guidance as it relates to project management best practices and must develop, coordinate, collaborate and prepare project briefings, dashboards, presentations and other project documentation on an as and when required basis in the National Capital Region (NCR) as initiated through Task Authorizations for the Travellers Project Portfolio A Division – "Insight Through Data" projects. Projects may be in any of the following stages: inception, identification, in the midst of work, or delivery.

5.0 TASKS

Tasks may include, but will not be limited to the following:

- Gathering input from internal project stakeholders and working closely with the project scheduler to update the schedule using Excel and MS Project;
- Developing and preparing project dashboards on a monthly basis with guidance from the Lead Project Manager, Project Director, Project Executives
 and with the input from other project managers;
- Preparing and coordinating monthly project governance meeting materials (agendas, project gate presentations) and records of decision with quidance from the Project Manager and Lead Project Director;
- Producing presentations or other documents that facilitate the briefing of senior management as it relates to project status (schedule, cost, scope, issues and risks) with guidance from the Lead Project Manager, Project Director and with input from other project managers;
- Reviewing and providing feedback on project documents and artefacts as requested;
- Analyze and report progress of the project on an ongoing basis and at scheduled points in the project life cycle;
- Meet with stakeholders and other project managers to identify risks and issues as well as determine recommended solutions or mitigation measures; and,
- Actively participate in the management of change, scope, risk, issue and schedule management, providing guidance and recommendations to the Lead Project Manager and Project Director as required.

6.0 DELIVERABLES

Deliverables may include, but will not be limited to the following:

- Project schedules and roadmaps;
- Work breakdown structures;
- Project status reports;
- Project dashboards;
- Project management plans;
- Project risk and issues logs;
- Meeting materials and Records of Decision;
- Project presentations;



Project briefing materials;

Travaux publics et Government Services Services gouvernementaux Canada

A. Contractor Resource(s) / Ressource(s) du Contracteur

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Project lessons learned and reviews; - Trend analyses;							
Written and verbal advice;							
• Process diagrams;							
· Knowledge transfer							
Deliverables must be submitted in hard and soft copies in the appropriate formats (e.g. MS Project or MS Office Suite applications) as identified in the TA. All electronic deliverables must comply with departmental software standards, currently MS Office Suite latest version. Deliverables must adhere to CBSA's Project Management Framework, processes and templates as applicable. Where required, CBSA will provide the Contractor with the required forms and templates to meet these standards.							
All documents developed and/or updated by each of the Contractor's resources must be provided to the Project Authority for review, approval, and signatures (as required).							
7.0 CLIENT SUPPORT							
The client will provide all documentation and inform	nation necessary for the W	Vork.					
8.0 LANGUAGE REQUIREMENTS				And the second s			
While proposed resources must be fluent in English, be specified in the TA.	, there may be a requireme	ent for specific resources to	be fluent in both off	icial languages, which will			
9.0 WORK LOCATION							
The contractor must be willing and able to accept a flexible work arrangement, which may include any or all of the following:							
 Shared cubicles when working on-site within the N Use of collaborative work spaces Working remotely off-site 	lational Capital Region (No	CR)					
CBSA will provide, subject to security requirements, on CBSA computers or networks for the sole purpos nature and characteristics of such access.							
10.0 TRAVEL							
No travel related expenses or living expenses will be be required to visit facilities site locations and const			rithin the NCR. The Co	ontractor resources may			
Period of Services / Période de service:							
Initial Start Date / Date de début initiale :	rch 1, 202 1 April 1, 2021	initial End Date / Date de fir	initiale :	March 31, 2023			
Extented End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification) :							
Option To Extend Initial End Date / Option pour	prolonger la date de fin in	itiale					
Travel Requirement(s) / Exigence(s) de voyage :	N/A						
Work Location(s) / Lieu(x) de travail :	Within the National Capital Region						
PART 2 (completed by the Contractor and/or the Technical/Project Au	thority) / PARTIE 2 (compl	lété par le Contracteur et/ou le Responsa	ble technique / Chargé du proje				

Note: once approved, only the following resources may provide services under this TA. / Nota: une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT.

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,										
Name / Nom	Cate	egory / Catégo	rie	Level / Niveau		istic Profile / linguistique	Level of Securit de sécurité	PWGSC S ecurity / Niveau é dossier d sécurité 1		
	Pr	oject Manage	7	2			1	300000000000000000000000000000000000000	wg	E
B. Estimated Cost / Coût es	timatif									<u></u>
Category / Catégori	Category / Catégorie Level / Per Diem Rate / Taux (days) / Niveau d'effort estimateif (jours)		iveau d'effort	" Hotal Cost / Coot		***				
+ Project Manager		2				\$268,800.00				
	Estimated Cost / Coût estimati		/ Coût estimatif	\$268,800.00						
	Total	Estimated Tra	vel and Living	Cost/C	oût total	estimatif de s	voyage et de vie		\$0.00	
Taxe % applied / % de taxe	es appliquées	14.975			Applica	able Taxes / Ta	exes applicables	\$4	40,252.80	
	Total Estima			l Estima	ted Cost / Coú	t total estimatif	\$3	09,052.80		
PART 3 ~ TA APPROVAL By signing this TA, the authorized client accertify(ies) that the content of this TA is in The client's authorization limit is fincluding GST/HST) is in excess of this lim	athority and/or the accordance with the value. When the value it, the TA must be	PWGSC Contractions of the conditions of the cond	ing Authority ne Contract	En app atteste La limit d (inclua	osant sa si (nt) que le te d'autoris nt la TPS/T	gnature sur l'AT, li contenu de cette ation du client es VH) dépasse cette	e client autorisé et/ou AT est conforme aux t . Lorsqu limite, l'AT doit être	J'autorité con conditions du ue la valeur de	ntractante de TPSGC u contrat. e l'AT et ses modification client autorisé et transm	ns nise à
orwarded to the PWGSC Contracting Aut Name of Authorized Client / Nom du clie			••••••	l'autori	té contract	ante de TPSGC po	our autorisation.	Date		
NEWBURY RUSSELL Digitally signed by NEWBURY RUSSELL Date: 2021.04.07 12:29:43 -04'00'		l'autori	té contract	ante						
Signature				Signatu	ire		***************************************			
PART 4 - CONTRACTOR	SIGNATU	RE / PARTI	E4-SIGI	VATUR	EDU (CONTRAC	TEUR	***************************************		
Name and little of individual authorized de la personne autorisée à signer au pon	to sign on behalf o	f the Contractor /	Nom et titre	Signa	ture			A-pril	7,2021	

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

A Congral Information / Informations gánáro					
A General Information / Informations généra	<u>ales</u>				
Contract Number / Numéro du contrat :	47060-197627/002				
Contractor Name / Nom du Contracteur :	Adirondack				
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT) :	STOT No. N° de l'EDT :	Financial Coding Code financier:		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
	1000357753	1950 400 20		2021-03-31	2021-04-06
B. For Amendments Only / Aux fins de modi	fication seulement				<u>'</u>
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la modificat	ion:				
C. TA Requirements / Exigences relatives à I	I'AT				
Required Resource(s) / Ressource(s) requise(s)					
Category and Catégorie et N		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)		: Profile / Profile guistique	Required Level(s) o Security / Niveau(x) de sécurit requis
Business Archite	ct Level 3		English		Secret
Initial Start Date / Date de début initiale : Extented End Date (See Reason for the Amendment)		modification):	Initial End Date	e / Date de fin initiale	: 31-Mar-2022
Period of Services / Période de service: Initial Start Date / Date de début initiale : Extented End Date (See Reason for the Amendment) Option To Extend Initial End Date / Option pour pr	/ Date de fin prolongée (voir Raison pour la rolonger la date de fin initiale	modification):			: 31-Mar-2022
Initial Start Date / Date de début initiale : Extented End Date (See Reason for the Amendment)	/ Date de fin prolongée (voir Raison pour la rolonger la date de fin initiale	modification):	Initial End Date		: 31-Mar-2022
Initial Start Date / Date de début initiale : Extented End Date (See Reason for the Amendment) Option To Extend Initial End Date / Option pour pr	/ Date de fin prolongée (voir Raison pour la rolonger la date de fin initiale	modification):		atut	31-Mar-2022
Initial Start Date / Date de début initiale : Extented End Date (See Reason for the Amendment) Option To Extend Initial End Date / Option pour pr Optional End Date(s) / Date(s	/ Date de fin prolongée (voir Raison pour la rolonger la date de fin initiale s) de fin optionnelle(s)	modification):	Status / St	atut	: 31-Mar-2022
Initial Start Date / Date de début initiale : Extented End Date (See Reason for the Amendment) Option To Extend Initial End Date / Option pour pr Optional End Date(s) / Date(s) Trawel Requirement(s) / Exigence(s) de voyage :	/ Date de fin prolongée (voir Raison pour la rolonger la date de fin initiale		Status / St	atut	31-Mar-2022
Initial Start Date / Date de début initiale : Extented End Date (See Reason for the Amendment) Option To Extend Initial End Date / Option pour pr Optional End Date(s) / Date(s) Travel Requirement(s) / Exigence(s) de voyage : Work Location(s) / Lieu(x) de travail :	/ Date de fin prolongée (voir Raison pour la rolonger la date de fin initiale s) de fin optionnelle(s) n/a Vanier Towers, 333 North Rive	r Road	Status / St O In Effect / e	atut	31-Mar-2022
Initial Start Date / Date de début initiale : Extented End Date (See Reason for the Amendment) Option To Extend Initial End Date / Option pour pr Optional End Date(s) / Date(s) Travel Requirement(s) / Exigence(s) de woyage : Work Location(s) / Lieu(x) de travail : PART 2 (completed by the Contractor and/or the Technical Project Authority Contractor Resource(s) and Estimated Cost	/ Date de fin prolongée (voir Raison pour la rolonger la date de fin initiale s) de fin optionnelle(s) n/a Vanier Towers, 333 North River y) / PARTIE 2 (complété par le Contracteur et ou le Respondence de la contracteur et Contr	r Road msable technique / Chargé du projet) ût total estimatif	Status / St O In Effect / e	atut	31-Mar-2022
Initial Start Date / Date de début initiale : Extented End Date (See Reason for the Amendment) Doption To Extend Initial End Date / Option pour pr	/ Date de fin prolongée (voir Raison pour la rolonger la date de fin initiale s) de fin optionnelle(s) n/a Vanier Towers, 333 North River y) / PARTIE 2 (complété par le Contracteur et ou le Respondence de la contracteur et Contr	r Road msable technique / Chargé du projet) ût total estimatif	Status / St O In Effect / e	atut n vigueur Estimated Level of Effort (days) / Niveau d'effort estimatif	Total Estimated Cos
Initial Start Date / Date de début initiale : Extented End Date (See Reason for the Amendment) Option To Extend Initial End Date / Option pour pr Optional End Date(s) / Date(s) Travel Requirement(s) / Exigence(s) de voyage : Work Location(s) / Lieu(x) de travail : PART 2 (completed by the Contractor and/or the Technical/Project Author/th) Contractor Resource(s) and Estimated Cost Note: once approved, only the following resources may provide services under this: Name / Nom	/ Date de fin prolongée (voir Raison pour la rolonger la date de fin initiale s) de fin optionnelle(s) n/a Vanier Towers, 333 North River / PARTIE 2 (complété par le Contracteur et ou le Responsable de la contracteur et Contract	r Road Insable technique / Chargé du projet) Dut total estimatif Wert furnir des servicessousia présente AT	Status / St O In Effect / e Ontario	atut n vigueur Estimated Level of Effort (days) / Niveau	
Initial Start Date / Date de début initiale : Extented End Date (See Reason for the Amendment) Option To Extend Initial End Date / Option pour pr Optional End Date(s) / Date(s) Travel Requirement(s) / Exigence(s) de voyage : Work Location(s) / Lieu(x) de travail : PART 2 (completed by the Contractor and/or the Technical/Project Author/th) Contractor Resource(s) and Estimated Cost Note: once approved, only the following resources may provide services under this: Name / Nom	/ Date de fin prolongée (voir Raison pour la rolonger la date de fin initiale s) de fin optionnelle(s) n/a Vanier Towers, 333 North River / PARTIE 2 (complété par le Contracteur et ou le Responsable de la contracteur et Contract	r Road Insable technique / Chargé du projet) Dut total estimatif Wert furnir des servicessousia présente AT	Status / St O In Effect / e Ontario Per Diem Rate / Taux journalier	atut n vigueur Estimated Level of Effort (days) / Niveau d'effort estimatif	Total Estimated Cos Coût total estimatif
Initial Start Date / Date de début initiale : Extented End Date (See Reason for the Amendment) Option To Extend Initial End Date / Option pour pr Optional End Date(s) / Date(s) Travel Requirement(s) / Exigence(s) de voyage : Work Location(s) / Lieu(x) de travail : PART 2 (completed by the Contractor and/or the Technical/Project Author/th) Contractor Resource(s) and Estimated Cost Note: once approved, only the following resources may provide services under this: Name / Nom	/ Date de fin prolongée (voir Raison pour la rolonger la date de fin initiale s) de fin optionnelle(s) n/a Vanier Towers, 333 North River / PARTIE 2 (complété par le Contracteur et ou le Responsable de la contracteur et Contract	r Road Insable technique / Chargé du projet) Dut total estimatif Wert furnir des servicessousia présente AT	Status / St O In Effect / e Ontario Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cos Coût total estimatif
Initial Start Date / Date de début initiale : Extented End Date (See Reason for the Amendment) Option To Extend Initial End Date / Option pour pr Optional End Date(s) / Date(s) Travel Requirement(s) / Exigence(s) de voyage : Work Location(s) / Lieu(x) de travail : PART 2 (completed by the Contractor and/or the Technical/Project Author/th) Contractor Resource(s) and Estimated Cost Note: once approved, only the following resources may provide services under this: Name / Nom	/ Date de fin prolongée (voir Raison pour la rolonger la date de fin initiale s) de fin optionnelle(s) n/a Vanier Towers, 333 North River / PARTIE 2 (complété par le Contracteur et ou le Responsable de la contracteur et Contract	r Road nsæle technique / Chargé du projet) Out total estimatif wert burnir des servicessous la présente AT Linguistic Profile / Profil linguistique	Status / St O In Effect / e Ontario Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cos Coût total estimatif \$276,000.0
Initial Start Date / Date de début initiale : Extented End Date (See Reason for the Amendment) Option To Extend Initial End Date / Option pour pr Optional End Date(s) / Date(s) Travel Requirement(s) / Exigence(s) de voyage : Work Location(s) / Lieu(x) de travail : PART 2 (completed by the Contractor and/or the Technical/Project Author/th) Contractor Resource(s) and Estimated Cost Note: once approved, only the following resources may provide services under this: Name / Nom	/ Date de fin prolongée (voir Raison pour la rolonger la date de fin initiale s) de fin optionnelle(s) n/a Vanier Towers, 333 North River / PARTIE 2 (complété par le Contracteur et ou le Responsable de la contracteur et Contract	r Road insable technique / Chargé du piojet) to total estimatif wert burnir des servicessous la présente AT Linguistic Profile / Profil linguistique Total Estimated Travel and Living Cos	Status / St O In Effect / e Ontario Per Diem Rate / Taux journalier Estimat	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours) ed Cost / Coût estimat	Total Estimated Cos Coût total estimatif \$276,000.00 \$276,000.00 \$35,880.00

PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract	En apposant sa signature sur l'AT, l'autorité technique, le représentant de la t contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme	
The client's authorization limit is \$300,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized dient and forwarded to the PWGSC Contracting Authority for authorization	La limite d'autorisation du client est \$300,000. Lors que la valeur de l'AT et s (excluant les taxes applicables) dépasse cette limite, l'AT doit être signée par contractante de TPSGC pour autorisation,	
Name of Technical Authority / Nom de l'autorité technique Date	Name of Contracting Authority / Nom de l'autorité contractante	Date
CARR JEFFREY Digitally signed by CARR JEFFREY Date: 202: .03.31 10:45:28 -04'00'		
Signature	Signature	
Name of the representative from the SPMMD of CBSA / Date Nom d'un représentant de la DAGBS de l'ASFC	_	
Signature		
PART 4-CONTRACTOR SIGNATURE / PARTIE 4-SIGNATURE DU CONTI	RAC TEUR	
Chris South, Account Manager		Mar. 31, 2021
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entregreneur	Signature	Date



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

A. General Information / Informations	 générales						
Contract Number / Numéro du contrat :	47419-198132/001/EL						
Contractor Name / Nom du Contracteur :							
Task Authorization (TA) No. № de l'autorisation de tâches (AT) :	Commitment No. Financial Coding Date of Issuance N° de l'engagement : Code financier : Date d'émission : Response required by Réponse requise d'ici le :						
2022000039	1000357449	CC: 190830040, Fund: 2001, Functional Area: 30700		2021-03-12	2021-03-16		
B. For Amendments Only / Aux fins de	modification seulement	<u> </u>					
Amendment No. / Nº de la modification :							
Reason for the Amendment / Raison pour la n	nodification :						
C. TA Requirements / Exigences relati	 ives à l'AT						
Required Resource(s) / Ressource(s) requise	(s)						
Category and Level Catégorie et Niveau		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique		Required Level(s) of Security / Niveau(x) de sécurité requis		
Technology Architect - Level 3		English		Reliability / Fiabilité			
Statement of Work (tasks, deliverable	es, reports, etc.) / Énond	cé des travaux (tâ	ches, livral	oles, rapports, etc	c.)		
See attached / Voir pièce jointe							
See attached / Voir pièce joint							
Period of Services / Période de service:							
Initial Start Date / Date de début initiale :	14-Apr-2021	Ini	itial End Date	/ Date de fin initiale :	03-Aug-2023		
Extented End Date (See Reason for the Amer	ndment) / Date de fin prolongé	∸ ée (voir Raison pour la	modification):			
Option To Extend Initial End Date / Option		n initiale					
Optional End Date(s) / Date(s) de	fin optionnelle(s)	Status / Statut					
O In Effect / en vigueur							
Travel Requirement(s) / Exigence(s) de voyag	-Jn/o		0 1	n Effect / en vigueur			

Work Location(s) / Lieu(x) de travail :	NCR - Work remo	otely off site			
PART 2 (completed by the Contractor and/or the Technical/Proje	_	•	acable technique / Ch	corré du projet	
Completed by the Contractor and/or the reclinical/Proje	ct Authority) / I AIVIIL L (complete	par le Contracteur evou le Respo	risable technique / Cr	large du projet)	
Contractor Resource(s) and Estimated	Cost / Ressource(s) du	Contracteur et Co			
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / N° du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
I.11 Technology Architect					\$774,200.00
			Estimated	Cost / Coût estimatif	\$774,200.00
				Applicable Taxes	\$100,646.00
	Total Estimated Travel a	nd Living Cost / Coût	total estimatif	de voyage et de vie	\$0.00
		Total Estir	nated Cost /	Coût total estimatif	\$874,846.00
Check applicable Basis of Cocher la Base de Paiemen	•	Maximum Price / Prix Maximum :	Х	Firm Price / Prix Ferme :	
	•				<u> </u>
The client's authorization limit is \$300,000. When the (excluding Applicable Taxes) is in excess of this limit, authorized client and forwarded to the PWGSC Contri	the TA must be signed by the	(excluant les taxes appl	licables) dépass	•	r de l'AT et ses modifications tre signée par le client autorisé on
Antonio Utano		Silvana Man	sour		April 13, 2021
Name of Technical Authority / Nom de l'autorité techn	i Date Ily signed by UTANO	Name of Contracting A	uthority / Nom d	e l'autorité contractante	Date
OTANO ANTO	NIO 2021.04.13 11:20:27	Mansour, Si	Ivana Silva	ally signed by Mansour, na : 2021.04.13 16:38:34 -04'0	00'
Signature	-	Signature	<i>\(\omega\)</i>		
Name of the representative from Canada Border Services Agency - Procurement Nom du représentant de l'Agence des services frontaliers du Canada	Date	-			
Signature	-				
PART 4 - CONTRACTOR SIGNATU	RE / PARTIE 4 - SIGNA	TURE DU CONT	RACTEUR		
		.	-		2021-03-16
					55 .5
Name and Title of individual authorized to sign on bel Nom et titre Signature de la personne autorisée à sign		Signature	-		Date

ANNEX E, TASK AUTHORIZATION FORM

Contract Number	47419-178445/004/ZQ				
Task Authorization (TA) Number	2022000061				
Contractor's Name and Address 883746117PG004					
MGIS Inc.					
23 Ballyboy Street,					
Ottawa, Ontario, K2S2H1					
Total Estimated Cost of Task (Applicable	\$178,500.00				
Taxes extra) before any revisions:					
New TA Revision	T				
TA Revision Number:	Amount to be increa	sed or (decrease	ed):		
Total Estimated Cost of Task (Applicable					
Taxes extra) after revisions:					
Contract Security Requirements (as app	licable)				
Yes. Refer to the Security Requirements (Remarks: Secret Level Required Work	Checklist (SRCL) annex	of the Contrac	t.		
SECTION A – Task Description of the Wo	ork Required				
As per attached statement of work.					
Period of Service From (Date)	May 11, 2021	To (Date)	December 31, 2021		
Work Location	The Contractor's resource will be required to adopt a flexible work arrangement, which may include one or more of the following: • Working on CBSA premises in the National Capital Region (NCR)				
	Colocation	/ Shared office	spaces		
	Working remotely (on the contractor's premises, the				
	resources domicile, or another approved remote location)				
Travel Requirements	None				
Language Requirements	None The contractor must be able to communicate orally and in writing in English without assistance and with minimal errors.				

SECTION B – Applicable Basis of Payment

TA subject to a Limitation of Expenditure

When the basis of payment specified in a TA authorized and issued on the Contact is limitation of expenditure, the Contractor will be reimbursed for the costs reasonable and properly incurred in the performance of the Work specified in the authorized TA, as determined in accordance with the basis of payment cost elements, in Annex B, to the limitation of expenditure specified in the authorized TA.

Canada's total liability to the contractor under the authorized TA must not exceed the limitation of expenditure specified in the authorized TA. Customs duties are included and Applicable Taxes are extra.

No increase in the liability of Canada or in the price of the Work specified in the authorized TA resulting from any design chances, modification or interpretations of the Work specified in the authorized TA will be authorized or paid to the Contactor unless these design changes, modifications or interpretations have been authorized, in writing, by the TA Authority before their incorporation into the Work specified in the authorized TA. The Contactor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written authorization of the TA Authority. The Contractor must notify the TA Authority in writing as to the adequacy of this sum:

- a) When it is 75 percent committed, or
- b) Four (4) months before the final delivery date specified in the authorized TA, or
- c) As soon as the Contactor considers that the authorized TA funds are inadequate for the completion of the Work specified in the authorized TA,

Whichever comes first.

If the notification is for inadequate TA funds, the Contractor must provide to the TA Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

SECTIO	N C - Cost Breakdov	wn of Task			
Category	•	Level of Expertise	Estimated Level Of Effort	Per Diem	
3.2	Project Manager	Senior			
Name of	Proposed Resource			_	
Security	Certificate/Clearance	Number		_	
Expiry Da	ate (YYY/MM/DD)			_	

SECTION D- Applicable Method of Payment

Monthly Payment

Canada will pay the Contractor on a monthly basis for work performed during the month covered by the invoice in accordance with the payment provisions of the Contact if:

- a) An accurate and complete invoice and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b) All such documents have been verified by Canada;

The work performed has been accepted by Canada

Authorization - Authorization						
By signing this TA, the Project Authority and CBSA Contracting Authority; or the PWGSC Contracting Authority or both, as applicable, certify (ies) that the content of this TA is in accordance with the Contract.						
En apposant sa signature sur cette AT, le chargé de proj l'autorité contractante de TPSGC ou, s'il y a lieu, les de respecte les conditions du contrat.						
Name of Project Authority – Nom du chargé de projet						
Signature	Date					
Name of CBSA Contracting Authority - Nom de l'autorité contractante de ASFC	Stephen Alexander					
Signature						
ALEXANDER STEPHEN Digitally signed by ALEXANDER STEPHEN Date: 2021.05.10 10:52:42 -04'00'						
Name of PWGSC Contracting Authority (if required)- Nom de l'autorité contractante de TPSGC (si requis)						
Signature	Date					
Signature	Date					
Contractor's Signature - Signature de l'entrepreneur						
5						
Name and title of individual authorized to sign for the Contractor Nom et titre de la personne autorisée à signer au nom de l'entrepreneur						
-						
Signature	Date <u>May 12, 2021</u>					

STATEMENT OF WORK

1.0 TITLE

Project Manager Level 3 – for Projects and Service Management Directorate (PSMD).

2.0 OBJECTIVE

The Canada Border Services Agency (CBSA) requires a variety of Information Management (IM)/Information Technology (IT) professional services resources with knowledge and experience supporting and assisting with Government of Canada business application, infrastructure and systems projects.

The purpose of these services is to augment capacity in the planning and execution of departmental IM/IT initiatives managed by the Information, Science and Technology Branch and the Traveller's Branch supporting the Traveller's Program, on an as and when required basis.

IM/IT expertise and support services are required to provide expert level advice and thought leadership in specific technologies, processes, applications, and integrated programs interdepartmentally and with other stakeholders accountable for IM/IT initiatives. This includes, but is not limited to, implementation suggestions, identification of road maps for way forward, expertise/guidance on evolving technologies/mandates and risk initiatives, and IM/IT professional services on critical business application, infrastructure and systems on an as and when required basis. This will ensure a third party independent view required to provide feedback, monitoring and expertise/recommendations to ensure the technology component of projects progresses as required.

PSMD has a requirement for a senior level Project Manager to perform project administration and coordination duties for Travellers projects.

3.0 BACKGROUND

The Canada Border Services Agency (CBSA) is responsible for providing integrated border services that support national security and public safety priorities and facilitate the free flow of persons and goods, including animals and plants that meet all requirements under its legislation. Under this mandate, the CBSA enables effective and efficient border management through the design, development, implementation, delivery and operation of innovative solutions, science and technology for the major issues facing border management today and in the future.

The CBSA provides effective management of Canada's border through the strategic development, application and oversight of Information Technology and Information Management services. Integrated IT services are administered across Canada, including headquarters and seven regional locations - Atlantic, Quebec, Greater Toronto Area, Northern Ontario, Southern Ontario, Prairie and Pacific.

To optimally manage border programs, corporate maturity and operational excellence, the Information, Science and Technology Branch (ISTB) of CBSA provides technical expertise to advance information management; enterprise architecture; IT infrastructure and solutions; and planning and portfolio

management. Among other aspects, the ISTB provides technology leadership for a sustainable portfolio of business applications in support of CBSA's strategic priorities. It ensures effective delivery of technology products, applications and services to meet business needs, while ensuring integrity and availability of all technology infrastructures.

PSMD is responsible for the delivery and management of several mission critical systems to manage the flow of persons and goods at border entry points.

This statement of work is for project management through the design, development, implementation, and delivery of innovative systems / initiatives under the responsibility of PSMD.

4.0 SCOPE OF THE WORK

The contractor must provide IM/IT professional services on an as and when required basis in the National Capital Region (NCR) as initiated through Task Authorizations.

The senior level Project Manager will provide ongoing advice, guidance, input, as well as development and coordination with respect to project plans, reports and schedules, and will work closely with the project managers, directors and other executives, as well as the respective project teams.

Work on projects may be in any or all of the following stages: inception, identification, in the midst of work, or delivery.

5.0 TASKS

Tasks may include, but will not be limited to the following:

- Establish and maintain a project schedule for technology components using a high level of expertise in MS Project
- Provide oversight of the ISTB project cost and schedule performance during the development, implementation and operations start-up. Interact with stakeholders and team members for developing and updating project schedule and resource requirements;
- Establish and maintain project risks and issues logs;
- Interact with stakeholders and team members to keep project risks and issues logs updated in order to supply project dashboards for senior management;
- Develop project work breakdown structures (WBS) for technology components and approved changes;
- Implement project schedule baseline for technology components and maintain history;
- Propose project planning and implementation strategies based on project priorities, dependencies and resource demand;

- Model schedule changes before updating the master schedule to determine impacts (what-if analysis);
- Formulate statements of project schedule, resource loading or cost problems; propose process for resolving these problems, and obtain approval to implement solutions;
- Create cost analysis reports either with MS Project, MS Excel or a combination of the two;
- Create MS Project Macros;
- Report progress of the technology components of the project on an ongoing basis and at scheduled points in the life cycle;
- Review and comment on all ISTB project deliverables from completion of Initiation to Implementation;
- Ensure timely completion of deliverables;
- Project plan sign-off.
- Prepare plans, charts, tables and diagrams to assist in analyzing or displaying problems; and
- Work with a variety of project management tools including MS Project.

6.0 DELIVERABLES

Deliverables for the duration of the contract may include, but will not be limited to the following:

- Resource is responsible for creating and maintaining the project schedule and to ensure that project deliverables are advancing as prescribed by the project manager.
 - MS Project schedules updated weekly for the duration of the contract

Resource will provide oversight on:

- Document creation and reviews (ConOps, Ops Guide, CBSA T&Cs, Performance requirements and KPIs);
- Managing and review of the partner integration testing;
- Oversight, planning, installation and review of the SCED test implementation and developing recommendations to management on the way forward;
- Monitoring pilot operation and developing remedial plans on an ad-hoc basis (driven by feedback from partners and users);

- In addition to the above, the resource will also be responsible for work as described by the Project Director to support other projects, and will provide oversights on:
 - Statements of problems;
 - Procedures for the development and implementation processes;
 - Project objectives definitions;
 - Budgetary requirements;
 - Project team composition, roles and responsibilities;
 - Progress reports;
 - Stakeholder conference meetings;
 - · Development of plans, charts, tables and diagrams; and
 - Knowledge transfer via presentations and list of key documents.

All deliverables are due based on the timelines as outlined in the project schedule in the standard format followed by CBSA Project Management and/or as defined by the Project Authority or their delegate. Deliverables are subject to change in accordance with the approved project schedule.

Additionally, the timelines for deliverable completion may change depending on the resource's anticipated start date.

Other common deliverables may include, but will not be limited to the following:

- Project documentation such as progress reports, deficiency reports, project forecasts, road maps; and post project review reports;
- Risk planning and risk analysis, risk management plans, and statement of requirements;
- Tracking against plans including level of effort and resource estimation as part of IM/IT business planning;
- Trend analyses;
- · Conceptual solution designs;
- Context models;
- Statements of requirements and functional requirements;

- Business process models;
- System user guides;
- Fit/Gap analyses;
- Critical path analysis;
- Standard operating procedures, user training materials and guides; and
- Resourcing strategies.

The Project Authority will provide a delivery date for each deliverable as required. Deliverable dates are subject to change in accordance with the approved project schedule(s) for the relevant projects.

Written or electronic submissions of documents must be provided utilizing Microsoft Office (MS-Word, MS-Excel and MS-PowerPoint or MS-Visio) as indicated by the Project Authority.

7.0 CLIENT SUPPORT

The client will provide all documentation and information necessary for the work as well as equipment (laptop), email, systems' access and telephone capability.

8.0 LANGUAGE REQUIREMENTS

While proposed resources must be fluent in English, there may be a requirement for specific resources to be fluent in both official languages, which will be specified in the TA.

9.0 WORK LOCATION

The contractor must be willing and able to accept a flexible work arrangement, which may include any or all of the following:

- Shared cubicles when working on-site within the National Capital Region (NCR);
- Use of collaborative work spaces; and/or
- Working remotely off-site

CBSA will provide, subject to security requirements, and only to the specified resource personnel, access to identified database or applications residing on CBSA computers or networks for the sole purpose of executing tasks associated with this Contract. CBSA, at its sole discretion, will identify the nature and characteristics of such access.

10.0 TRAVEL

No travel related expenses or living expenses will be provided for travel to or from CBSA offices or sites within the NCR. There is no travel requirement under this contract.

11.0 CONSTRAINTS

- (a) The Work must be performed within CBSA's normal working hours of 7:00 AM to 6:00 PM.
- (b) The Contractor may be required to attend meetings at CBSA and at Key GC Stakeholders within the National Capital Region.

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PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

A. General Information / Informations générales Contract Number / Numéro du contrat : Contractor Name / Nom du Contracteur : IBM Canada Limited Task Authorization (TA) No. / No Commitment No. / No de Financial Coding / Code Date of Issuance / Date Response required by / de l'autorisation de tâches (AT) : l'engagement: financier: d'émission: Réponse requise par : Apr 13, 2021 2022000094 1000357637 1950 200 70 Apr 16, 2021 B. For Amendments Only / Aux fins de modification seulement Amendment No. / No de la modification : Reason for the Amendment / Raison pour la modification : C. TA Requirements / Exigences relatives à l'AT Required Resource(s) / Ressource(s) requise(s) Estimated Level of Linguistic Profile | Required Level(s) of Security / Effort (days) / Niveau Level / Niveau Category / Catégorie d'effort estimatif linguistique Niveau(x) de sécurité requis (jours) + Application/Software Architect, Specialty in IBM 3 English / Anglais Secret Integration Bus (IIB) - Enterprise Service Bus (ESB) _ Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.) Provide CBSA with the technical expertise to design, develop, deploy and maintain both the Service Oriented Services' platform including the integration with an Enterprise Service Bus. The Canada Border Services Agency (CBSA) is undertaking an ambitious transformation agenda in support of various initiatives and Border modernization efforts. The Information, Science and Technology Branch (ISTB) support these efforts with oversight and alignment of major capital projects and the associated information technology solutions. In order to advance that agenda, ISTB has developed an enterprise vision to guide the planning, development, and implementation of enterprise IT assets to improve the management of its portfolio of systems, projects and services including the alignment of business solutions in portfolios for Travelers, Commercial, Common and Corporate projects. The Enterprise Collaboration and Digital Services Directorate (ECDS) contributes to that transformation and is responsible to plan, facilitate, and architect the on-going transition to the SOA Platform Services (SOAPS), an Enterprise Building Block, in collaboration with its Service Delivery Agents (SDA). SOAPS will be leveraged by initiatives like Enterprise Resolution and Assessment Services (ERASS), Fuzzy Search Onboarding, Integration with IBQ, Dynamic Risking (DR), the Passengers Passage Protection (PPP) project, and the App/Mod initiative which consists of the migration of business applications to the Cloud,. Some of the key aspects of the ECDS work consists in providing and guiding the solution architecture leading to better technology decisions. That includes proper integration of SOAPS technical components with current infrastructure and systems while keeping the security, reliability, and scalability dimensions at the heart of our proposed solutions. Among other things, ECSD proposes solutions that leverage the existing Enterprise Service Bus (ESB), Business Rules Management System, and the orchestration of existing and future web services. The Contractor must provide the professional services to perform the following tasks and deliver the following project deliverables, first in draft format, to be followed by a final product incorporating the project manager (or their delegate's).

Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

It is the Contractor's responsibility to identify the resources and the respective level of effort required to perform the following tasks and complete the following deliverables.

The Contractor may be required to perform, but not limited to, the following:

Provide CBSA with technical expertise and guidance on the following topics:

- Architecture that includes integration Enterprise Service Bus with other IBM SOA suite components (BPM, ODM Standard and Advanced) as well as with current and future CBSA information systems;
- Infrastructure and application architecture supporting high availability and disaster recovery;
- ESB security frameworks and integration with CBSA security policy and identity stores; and
- Architecture best practices and guidelines.

The following suggested delivery schedule should be considered by the Contractor in the development of their project plan (including the assignment of the resources and their respective level of effort). CBSA is willing to accept revisions to this schedule if justified by the Contractor.

The Contractor may be required to deliver, but not limited to, the following:

Review, comment and, if necessary, update the following documents using CBSA approved templates and notation:

- Review the FSS Onboarding strategy including the ones related to the ArriveCan integration with A2A in April 2021.
- Update Project plans for current and projected projects involving SOA implementation including applications scheduled for ERASS From April to end of August 2021.
- Contribute to the API Management Framework and propose options to leverage APIs within the ERASS service within the context of the API Management Centre of Excellence (COE) From April to end of August 2021.
- Update the SOAPS security framework documents From April to end of August 2021.
- Develop best practices, guidelines, standards and procedure documentation for items listed in the task list using CBSA approved templates From April to end of August 2021.

Period of Services / Période de service:			
Initial Start Date / Date de début initiale :	Apr 26, 2021	Initial End Date / Date de fin initiale :	August 30, 2021
Extented End Date (See Reason for the Amendme	ent) / Date de fin prolongé	e (voir Raison pour la modification) :	
Option To Extend Initial End Date / Option po	our prolonger la date de fir	initiale	
Travel Requirement(s) / Exigence(s) de voyage:	Travel Not Require	d.	
Work Location(s) / Lieu(x) de travail :	Work will be perfo 333 North River Ro	rmed remotely and on a per needed basis in tad, Ottawa.	the National Capital Region at

PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

	 ;) / Ressource(s) du Contracteur sources may provide services under this TA. / Nota: une fois appr 	ouvée, seules l	es ressources suivantes peuvent	fournir des services sous la présente AT.	
Name / Nom	Category / Catégorie	Level / Niveau	Linguistic Profile / Profile linguistique	Level of Security / Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC
	Application/Software Architect, Specialty in IBM Integration Bus (IIB) – Enterprise Service Bus (ESB)	3			

B. Estimated Cost / Coût estimatif

Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre

de la personne autorisée à signer au nom de l'entrepreneur

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Category / Catégorie	Level / Niveau	Per Diem I jourr	Rate / Taux nalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif	
+ blication/Software Architect, Specialty in Integration Bus (IIB) – Enterprise Service Bus (ESB)	3				\$139,725.00	
			Е	stimated Cost / Coût estimati	f \$139,725.00	
Total E	estimated Trav	el and Living C	ost / Coût tota	l estimatif de voyage et de vi	\$0.00	
Taxe % applied / % de taxes appliquées	13.000		Applic	able Taxes / Taxes applicable	s \$18,164.25	
,			Total Estima	ted Cost / Coût total estimati	f \$157,889.25	
PART 3 - TA APPROVAL BY CANA	DA / PART	TE 3 - APPF	ROBATION	DE L'AT PAR LE CAN	ADA	
By signing this TA, the authorized client authority and/or the certify(ies) that the content of this TA is in accordance with tl				ignature sur l'AT, le client autorisé et/ contenu de cette AT est conforme au		
The client's authorization limit is $\$300,000.00$. When the val (including GST/HST) is in excess of this limit, the TA must be forwarded to the PWGSC Contracting Authority for authorizations.	signed by the autl		(incluant la TPS/T	•	que la valeur de l'AT et ses modificatior e signée par le client autorisé et transm	
	ite iigned by SMl 1.04.20 16:20:		Name of Contrac l'autorité contrac	ting Authority / Nom de tante	Date	
Signature			Signature			
PART 4 - CONTRACTOR SIGNATU	RE / PART	IE 4 - SIGN	ATURE DU	CONTRACTEUR		
Actions.			.4692		2021-04-20	

Signature

Date

Travaux publics et

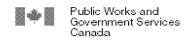
TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

A. General Information / Information	s génér	ales					
Contract Number / Numéro du contrat : 4	7060-152	2116/001/EL					
ـــــــــــــــــــــــــــــــــــــ	SM CANA	DA LIMITED					
Task Authorization (TA) No. / No de Comm			inancial Coding / Code		Date of Issuance / D	nto	Response required by /
	gement :		inancier :		d'émission :		Réponse required by / Réponse requise par :
2022000094	57637	1	95020070 - 2001 - 3070	00	Aug 3, 2021		Aug 12, 2021
B. For Amendments Only / Aux fins d	e modif	ication seule	ement				
Amendment No. / Nº de la modification : 1							
Reason for the Amendment / Raison pour I	a modific	ation :				***************************************	
	39,725.00		(\$218,700.00), totalling		(\$358,425.00)		
C. TA Requirements / Exigences relat	ives à l'	<u>AT</u>					
Required Resource(s) / Ressource(s) requise	(s)						
Category / Catégorie		Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Lingu	uistic Profile / Profile linguistique		red Level(s) of Security / u(x) de sécurité requis
Christopher Armstrong Application/Software Architect		3		Er	nglish / Anglais	Top Se	ecret / Très secret
Statement of Work (tasks, deliverables, rep	orts, etc.)	/ Énoncé des t	ravaux (tâches, livrable	s, rapp	orts, etc.)		J ·
Period of Services / Période de service:							
Initial Start Date / Date de début initiale :	Ар	r 26, 2021	Initial End Da	ate / Da	ate de fin initiale :		August 30, 2021
Extented End Date (See Reason for the Ame	ndment)	/ Date de fin p	orolongée (voir Raison p	oour la	modification):		Jan 29, 2022
Option To Extend Initial End Date / Opti	on pour p	orolonger la da	ate de fin initiale				
Travel Requirement(s) / Exigence(s) de voya	ige :	Travel not	required.				
Work Location(s) / Lieu(x) de travail :		1	be performed remotely River Road, Ottawa.	and o	n a per needed basis	in the I	National Capital Region at
PART 2 (completed by the Contractor and/or the Technic		/ DAR 1	TIE 2				
(completed by the Contractor and/or the Technic	al/Project Aut	hority) / PARI	(complété par le Contrac	teur et/ou	ile Responsable technique / Ch	argé du pr	ojet)

Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TACHES

Name / Nom	Cat	egory / Categorie	•	Level / Niveau		stic Profile / linguistique	Level of Security de securite	y / N iveau	PWGSC Security File No. / N° du dossier de securite TPSGC	
	in IBM Integr	Software Architect ation Bus (MB) - E ervice Bus (ESB)		3						+
B. Estimated Cost / Cout	estimatif									
Category / Cate	gorie	Level / Niveau		n Rate / I urnalier	Гаих	(days) / Ni	Level of Effort veau d'effort atif (jours)	Total Cos estimatif		
+ lication/Software Archit Integration Bus (MB) - Er Bus (ESB)	nterprise Service	3						\$1	39,725.00	_
Application/Software Archit IBM Integration Bus (MB) - Er Bus (ESB)		3						\$2	18,700.00	
					Ε	stimated Cost	/ Cout estimatif	\$3	58,425.00	
	Tota	l Estimated Trave	l and Livin	g Cost / C	Cout tota	l estimatif de	voyage et de vie		\$0.00	T
Taxe % applied / % de	taxes appliquees	15.000			Applic	able Taxes / T	axes applicables	\$	53,763.75	4
				Tota	al Estima	ited Cost / Co	ut total estimatif	\$4	12,188.75	4
PART 3 - TA APPROV	AL BY CAN	ADA / PARTII	E 3 - AP	PROBA	NOITA	DE L'AT P	AR LE CANA	\DA		
By signing this TA, the authorized certify(ies) that the content of this The client's authorization limit is \$ (including GST/HST) is in excess and forwarded to the PWGSC Co	TA is in accordance 300,000.00. When to of this limit, the TA	e with the conditions of the value of a TA and must be signed by the	of the Contra I its amendm	ct. Ti ents La client m	PSGC atte a limite d'a odification	ste(nt) que le co utorisation du cli s (incluant la TP	ntenu de cette AT e ent est \$300,000.00 S/TVH) dépasse ce	st conforme). Lorsque la tte limite, l'A	utorité contractante d aux conditions du co valeur de l'AT et ses T doit être signée par 6C pour autorisation.	ntrat.
SMITH KERI	Parte: 2	y signed by SMIT 021.08.09 16:46:								
Name of Authorized Client / Nom d	lu client autorise	Date	annannannan,		of Contrac rite contrac	ting Authority / N	om de	Date		
Signature				Signa	ture					
PART 4 - CONTRACT	OR SIGNATU	JRE / PARTIE	4 - SIG	NATUF	RE DU	CONTRAC	TEUR			
								Augu	st 12, 2021	***************************************
Name and Title of individual author	rized to sign on behal	f of the Contractor / N	om et titre	Sigr	nature			Date		



Work Location(s) / Lieu(x) de travail :

Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Principle of Principle Profile Prof						générales	eral Information / Informations			
Task Authorization (TA) No. N° de l'autorisation de tâches (AT) N°				_	001 E	47419-206529 00°	t Number / Numéro du contrat :			
Amendments Only / Aux fins de modification seulement Amendments Only / Aux fins de modification seulement Amendments Only / Aux fins de modification seulement Amendment No. /N' de la modification: 001 These resources have a key role on ArriveCan. The transition of ArriveCan to our production support team was suppose to happen in Septen got delayed due to changing high priority requirements (size to the pandemic) divine by cabinet decisions. We are asking to extend until end, ensure new requirements are delivered successfully and that the transition occurs. This amendment 001 is issued for the following changes: 1. Extend TA and date from August 7, 2021 to March 31, 2022 2. Change level or effort for (680,680) to (6179,284), an increase by (5118,624). 3. Change level or effort for (680,680) to (6179,284), an increase by (611) and increase	Venture	Consulting, in J	echnology	nd Coradix Te	rises	Dalian Enterprise	tor Name / Nom du Contracteur :			
B. For Amendments Only / Aux fins de modification seulement Amendment No. / Nº de la modification: 001 These resources have a key role on ArriveCan. The transition of ArriveCan to our production support team was suppose to happen in Septem of delayed due to changin q high priority requirements (due to the pandemic) driven by cabinet decisions. We are asking to extend until end ensure new requirements are delivered successfully and that the transition occurs. This amendment 001 is issued for the following changes: 1. Extend TA end date from August 7, 2021 to March 31, 2022. 2. Change level of effort for (\$60,660) to (\$179,284), an increase by \$118,624). 3. Change level of effort for (\$60,660) to (\$179,284), an increase by \$118,624). 4. TA total value is changed from \$205,637,40 to \$473,727,64, and increase by \$268,090.24 (including taxes). All other terms and conditions remains unchanged. C. TA Requirements / Exigences relatives à l'AT Required Resource(s) / Ressource(s) requise(s) Estimated Level of Effort (days) / Niveau d'effort estimatif (jours) B.6 BUSINESS SYSTEMS ANALYST LEVEL 3 B.7 Business SYSTEMS ANALYST LEVEL 3 B.8 BUSINESS SYSTEMS ANALYST LEVEL 3 B.9 Business Systems Analyst Level of English Reliability / Statement of Work (tasks, deliverables, reports, etc.) / Enoncé des travaux (tâches, livrables, rapports, etc.): See attached / Voir pièce jointe Period of Services / Période de service: Initial Start Date / Date de début initiale : 28-Apr-2021 Initial End Date / Date de fin initiale : 07-Aug-Exented End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification): 31-Mar- Option To Extend Initial End Date / Option pour prolonger la date de fin initiale Optional End Date(s) / Date(s) de fin optionnelle(s)	ponse required by éponse requise d'ici le	I I	-							
Amendment No. / Nº de la modification: 001 These resources have a key role on ArriveCan. The transition of ArriveCan to our production support team was suppose to happen in Septen goldened deleged due to changing high priority requirements (due to the pandemic) driven by cabinet decisions were asking to extend until end eleged due to changing high priority requirements (also to the following changes: 1. Extend TA end date from August 7, 2021 to March 31, 2022. 2. Change level of effort for (850,660) to (\$179,284), an increase by (\$118,624). 3. Change level of effort for (\$50,660) to (\$179,284), an increase by (\$118,624). 3. Change level of effort for (\$50,660) to (\$179,284), an increase by (\$118,624). 4. To total value is changed from \$205,637.40 to \$473,727.64, and increase by \$268,090.24 (including taxes). 4. At total value is changed from \$205,637.40 to \$473,727.64, and increase by \$268,090.24 (including taxes). 4. To the value is changed from \$205,637.40 to \$473,727.64, and increase by \$268,090.24 (including taxes). 5. TA Requirements / Exigences relatives à l'AT Required Resource(s) / Resource(s) requise(s) 6. Category and Level Categorie et Niveau defort estimatif (jours) 8. Be BUSINESS SYSTEMS ANALYST LEVEL 3 8. English Reliability / Rel	2021-07-13	2021-07-12	01 / 30700	190810070 / 200	3	1000357723	2022000148			
These resources have a key role on ArriveCan. The transition of ArriveCan to our production support team was suppose to happen in Septen got delayed due to changing high priority requirements (due to the pandemic) driven by cabinet decisions. We are asking to extend until end ensure new requirements are delivered successfully and that the transition occurs. This amendment 001 is suspendent of the following changes: 1. Extend TA end date from August 7, 2021 to March 31, 2022. 2. Change level of effort for (\$60,660) to (\$179,284), an increase by (\$118,624). 3. Change level of effort for (\$60,660) to (\$179,284), an increase by (\$118,624). 4. TA total value is changed from \$205,637.40 to \$473,727.64, and increase by \$268,090.24 (including taxes). All other terms and conditions remains unchanged. C. TA Requirements / Exigences relatives à l'AT Required Resource(s) / Ressource(s) requise(s) C. TA Requirements / Exigences relatives à l'AT Required Resource(s) / Ressource(s) requise(s) Estimated Level of Effort (days) / Niveau defort estimatif (jours) English Reliability / R				<u>t</u>	uleme					
Required Resource(s) / Ressource(s) requise(s) Category and Level Catégorie et Niveau d'effort (days) / Niveau d'effort estimatif (jours) English Reliability / B.6 BUSINESS SYSTEMS ANALYST LEVEL 3 English Reliability / B.6 BUSINESS SYSTEMS ANALYST LEVEL 3 English Reliability / B.6 BUSINESS SYSTEMS ANALYST LEVEL 3 English Reliability / Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.): See attached / Voir pièce jointe Period of Services / Période de service: Initial Start Date / Date de début initiale : 28-Apr-2021 Initial End Date / Date de fin initiale : 07-Aug- Extented End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification): 31-Mar- Option To Extend Initial End Date / Option pour prolonger la date de fin initiale Optional End Date(s) / Date(s) de fin optionnelle(s) O In Effect / en vigueur	until end of fiscal to	. We are asking to exist issued for the following by \$118,62,284), an increase by	high priority requirements (due to the pandemic) driven by cabinet decisions. We are asking to a delivered succesfully and that the transition occurs. This amendment 001 is issued for the followagust 7, 2021 to March 31, 2022. (\$60,660) to (\$179,284), an increase by (\$118 (\$60,660) to (\$179,284), an increase by \$268,090.24 (including taxes).							
Category and Level Catégorie et Niveau B.6 BUSINESS SYSTEMS ANALYST LEVEL 3 B.7 Business Systems Analyst Level 3 B.8 Business Systems Analyst Level 3 B.9 Business Systems Analyst Level 4 B.9 Business Level 4 B.9 Busi						ves à l'AT	Requirements / Exigences relati			
Category and Level Catégorie et Niveau Effort (days) / Niveau d'effort estimatif (jours) English English Reliability / B.6 BUSINESS SYSTEMS ANALYST LEVEL 3 English Reliability / B.6 BUSINESS SYSTEMS ANALYST LEVEL 3 English Reliability / B.6 BUSINESS SYSTEMS ANALYST LEVEL 3 English Reliability / B.6 BUSINESS SYSTEMS ANALYST LEVEL 3 English Reliability / Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.): See attached / Voir pièce jointe Period of Services / Période de service: Initial Start Date / Date de début initiale : 28-Apr-2021 Initial End Date / Date de fin initiale : Option To Extend Initial End Date / Option pour prolonger la date de fin initiale Optional End Date(s) / Date(s) de fin optionnelle(s) Status / Status O In Effect / en vigueur						(s)	d Resource(s) / Ressource(s) requise			
B.6 BUSINESS SYSTEMS ANALYST LEVEL 3 English Reliability / B.6 BUSINESS SYSTEMS ANALYST LEVEL 3 English Reliability / Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.): See attached / Voir pièce jointe Period of Services / Période de service: Initial Start Date / Date de début initiale : 28-Apr-2021 Extented End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification): 31-Mar- Option To Extend Initial End Date / Option pour prolonger la date de fin initiale Optional End Date(s) / Date(s) de fin optionnelle(s) Status / Status O In Effect / en vigueur	quired Level(s) of Security / eau(x) de sécurité requis		-	Effort (days) / Niveau 'effort estimatif						
B.6 BUSINESS SYSTEMS ANALYST LEVEL 3 English Reliability / Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.): See attached / Voir pièce jointe Period of Services / Période de service: Initial Start Date / Date de début initiale :	ability / Fiabilit	inglish	E			T LEVEL 3	JSINESS SYSTEMS ANALYS			
Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.): See attached / Voir pièce jointe Period of Services / Période de service: Initial Start Date / Date de début initiale : 28-Apr-2021	ability / Fiabilit	inglish	E			Γ LEVEL 3	JSINESS SYSTEMS ANALYS			
See attached / Voir pièce jointe Period of Services / Période de service: Initial Start Date / Date de début initiale : 28-Apr-2021	ability / Fiabilit	-								
Initial Start Date / Date de début initiale : 28-Apr-2021 Initial End Date / Date de fin initiale : 07-Aug- Extented End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification): 31-Mar- Option To Extend Initial End Date / Option pour prolonger la date de fin initiale Optional End Date(s) / Date(s) de fin optionnelle(s) Status / Statut O In Effect / en vigueur		c.):	s, rapports, et	k (tâches, livrables	s, etc.) / Énoncé des tra					
Extented End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification): 31-Mar- Option To Extend Initial End Date / Option pour prolonger la date de fin initiale Optional End Date(s) / Date(s) de fin optionnelle(s) Status / Statut O In Effect / en vigueur							of Services / Période de service:			
Option To Extend Initial End Date / Option pour prolonger la date de fin initiale Optional End Date(s) / Date(s) de fin optionnelle(s) Status / Statut O In Effect / en vigueur	7-Aug-2021	Date de fin initiale :	ial End Date /	Initi	1	28-Apr-2021	art Date / Date de début initiale :			
Optional End Date(s) / Date(s) de fin optionnelle(s) Status / Statut O In Effect / en vigueur	1-Mar-2022	ation):	our la modific	jée (voir Raison po	n prolor	ndment) / Date de fin pro	d End Date (See Reason for the Ame			
O In Effect / en vigueur				în initiale	date de	n pour prolonger la date	tion To Extend Initial End Date / Option			
Travel Beguirement(s) / Evigenes(s) do		Status / Statut	;			optionnelle(s)	Optional End Date(s) / Date(s) de fi			
Travel Requirement(s) / Exigence(s) de Travel outside the NCP required as and when requested		ı Effect / en vigueur	O In							
voyage :		requested	and when i	R required as	the N	Travel outside the				

National Capital Region

	т,	•						- 1	\mathbf{D}	DТ	•										
PAR	9 1117	40	(completed by	the Contracto	r and/or the	Technical/Pr	oiect Autho	rity)	PΑ	KΙ	 (con	nplété pa	ır le Cı	ontracteu	et/ou le	Respo	nsable te	chnique	/ Charc	aé du c	projet

Contractor Resource(s) and Estimated Note: once approved, only the following resources may provide services to					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile /	Fixed Cost Rate for the Project	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
B.6 BUSINESS SYSTEMS ANALYST LEVEL 3 (1)					\$179,284.00
B.6 BUSINESS SYSTEMS ANALYST LEVEL 3 (2)					\$60,660.00
B.6 BUSINESS SYSTEMS ANALYST LEVEL 3 (3)					\$179,284.00
	•		Estimated	Cost / Coût estimatif	\$419,228.00
				нѕт	\$54,499.64
	Total Estimated Travel ar	nd Living Cost / Coût	total estimatif	de voyage et de vie	
		Total Esti	mated Cost /	Coût total estimatif	\$473,727.64
Check applicable Basis of Pa Cocher la Base de Paiement a	-	Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	
amendments (excluding Applicable Taxes) is in excessoe signed by the authorized client and forwarded to the Authority for authorization.		et transmise à l'autorité	é contractante de	TPSGC pour autorisation	on
Name of Technical Authority / Nom de l'autorité POUNG MEGAN Digitally signe YOUNG MEGA Date: 2021.07 11:11:11-04'0	AN .15	_	acey Dig	e l'autorité contractante itally signed by: Miller, T . CN = Miller, Tracey C = GC OU = PWGSC-TPSG e: 2021.07.16 13:12:39	racey = CA O GC
[If applicable, insert the following] Name of the representative from (insert the Department name) Ajouter ce qui suit, s'il y a lieu] Nom du représentant de (insérer le nom du Ministère) LEGER TEAGAN TEAGAN TEAGAN Signature	ONNEL,	-			
PART 4 - CONTRACTOR SIGNATU	IRE / PARTIE 4 - SI	GNATURE DU (CONTRACT	EUR	
		_			
Name and Title of individual authorized to sign on bet Nom et titre Signature de la personne autorisée à sigi		Signature			Date

Public Works and Government Services Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

A. General Information / Informations	<u>genérales</u>				
Contract Number / Numéro du contrat :	47419-206529 001	1 EL			
Contractor Name / Nom du Contracteur :	Dalian Enterprise	s and Coradix T	echnology	y Consulting, in	Joint Venture
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT)	Commitment No. Nº de l'engagement	Financial C Code finar	•	Date of Issuance Date d'émission	Response required by Réponse requise d'ici le
2022000148	1000357723	190810070 / 20	01 / 30700	2021-04-27	2021-04-28
B. For Amendments Only / Aux fins d	le modification seulem	nent		•	
Amendment No. / Nº de la modification :					
C. TA Requirements / Exigences related	tives à l'AT				
Required Resource(s) / Ressource(s) requise	e(s)				
Category and Leve Catégorie et Nivea		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	_	c Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis
B.6 BUSINESS SYSTEMS ANALYS	ST LEVEL 3		E	English	Reliability / Fiabilité
B.6 BUSINESS SYSTEMS ANALYS	ST LEVEL 3		E	English	Reliability / Fiabilité
B.6 BUSINESS SYSTEMS ANALYS				English	Reliability / Fiabilité
Statement of Work (tasks, deliverables, repo	orts, etc.) / Énoncé des trav	aux (tâches, livrables	s, rapports, etc	o.):	
See attached / Voir pièce jointe					
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :	29-Apr-2021] Ini	itial End Date	/ Date de fin initiale :	07-Aug-2021
Extented End Date (See Reason for the Ame	endment) / Date de fin prol	ച ongée (voir Raison po	our la modifica	ation):	
☐ Option To Extend Initial End Date / Opti	ion pour prolonger la date (de fin initiale		·	
Optional End Date(s) / Date(s) de				Status / Statut	
			0 1	n Effect / en vigueur	
Travel Requirement(s) / Exigence(s) de voyage :	Travel outside the	NCR required as	and when	requested	
Work Location(s) / Lieu(x) de travail :	National Capital R	egion			

PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Fixed Cost Rate for the Project	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
B.6 BUSINESS SYSTEMS ANALYST LEVEL 3 (1)					\$60,660.00
B.6 BUSINESS SYSTEMS ANALYST LEVEL 3 (2)					\$60,660.00
B.6 BUSINESS SYSTEMS ANALYST LEVEL 3 (3)					\$60,660.00
			Estimated	Cost / Coût estimatif	\$181,980.00
				HST	\$23,657.40
	Total Estimated Travel a	nd Living Cost / Coû	total estimatif	de voyage et de vie	
		Total Esti	mated Cost /	Coût total estimatif	\$205,637.40
	numant /	Maximum Drice /		Firm Price /	
y signing this TA, the authorized client authority an contracting Authority certify(ies) that the content of the conditions of the Contract. The client's authorization limit is \$390,000. When the mendments (excluding Applicable Taxes) is in exceptions.	pplicable : ADA / PARTIE 3 - AF d/or the PWGSC this TA is in accordance with e value of a TA and its ess of this limit, the TA must	En apposant sa signat atteste(nt) que le conte La limite d'autorisation (excluant les taxes app	ure sur l'AT, le c enu de cette AT du client est \$3 blicables) dépas	Prix Ferme : R LE CANADA lient autorisé et/ou l'autorest conforme aux conditi	ır de l'AT et ses modifications ètre signée par le client
Cocher la Base de Paiement a PART 3 - TA APPROVAL BY CANA y signing this TA, the authorized client authority an ontracting Authority certify(ies) that the content of the e conditions of the Contract. The client's authorization limit is \$300,000. When the mendments (excluding Applicable Taxes) is in excu- e signed by the authorized client and forwarded to uthority for authorization.	pplicable : ADA / PARTIE 3 - AF d/or the PWGSC this TA is in accordance with e value of a TA and its ess of this limit, the TA must	Prix Maximum : PPROBATION D En apposant sa signat atteste(nt) que le conte La limite d'autorisation (excluant les taxes appautorisé et transmise à	ure sur l'AT, le c enu de cette AT du client est \$3 blicables) dépas ı l'autorité contra	Prix Ferme : R LE CANADA lient autorisé et/ou l'autorest conforme aux conditi 00,000. Lorsque la valeuse cette limite, l'AT doit à loctante de TPSGC pour à	ons du contrat. ir de l'AT et ses modifications ètre signée par le client autorisation
Cocher la Base de Paiement a PART 3 - TA APPROVAL BY CANA y signing this TA, the authorized client authority an ontracting Authority certify(ies) that the content of the e conditions of the Contract. The client's authorization limit is \$300,000. When the mendments (excluding Applicable Taxes) is in excu- e signed by the authorized client and forwarded to	pplicable : ADA / PARTIE 3 - AF d/or the PWGSC this TA is in accordance with e value of a TA and its ess of this limit, the TA must	Prix Maximum : PPROBATION D En apposant sa signat atteste(nt) que le conte La limite d'autorisation (excluant les taxes appautorisé et transmise à	ure sur l'AT, le c enu de cette AT du client est \$3 blicables) dépas	Prix Ferme : R LE CANADA lient autorisé et/ou l'autorest conforme aux conditi 00,000. Lorsque la valeuse cette limite, l'AT doit à loctante de TPSGC pour à	ons du contrat. ir de l'AT et ses modifications ètre signée par le client
Cocher la Base de Paiement a PART 3 - TA APPROVAL BY CANA y signing this TA, the authorized client authority an ontracting Authority certify(ies) that the content of the e conditions of the Contract. The client's authorization limit is \$300,000. When the mendments (excluding Applicable Taxes) is in excu- e signed by the authorized client and forwarded to uthority for authorization. ANTONIO UTANO ame of Technical Authority / Nom de l'autorité	pplicable : ADA / PARTIE 3 - AF d/or the PWGSC this TA is in accordance with e value of a TA and its ess of this limit, the TA must	Prix Maximum : PPROBATION D En apposant sa signat atteste(nt) que le conte La limite d'autorisation (excluant les taxes appautorisé et transmise à	ure sur l'AT, le cenu de cette AT du client est \$3 olicables) dépas n l'autorité contra	Prix Ferme : R LE CANADA lient autorisé et/ou l'autorest conforme aux condition of the conforme aux condition aux conforme aux condition	ons du contrat. ir de l'AT et ses modifications ètre signée par le client autorisation
Cocher la Base de Paiement a PART 3 - TA APPROVAL BY CANA y signing this TA, the authorized client authority an ontracting Authority certify(ies) that the content of the e conditions of the Contract. the client's authorization limit is \$300,000. When the mendments (excluding Applicable Taxes) is in excele e signed by the authorized client and forwarded to uthority for authorization. ANTONIO UTANO ame of Technical Authority / Nom de l'autorité echnique UTANO ANTONIO Digitally signed by UTANO ANTONIO Date: 2021,04,28 09:38:13 -04'00' ignature If applicable, insert the following] Name of the expresentative from (insert the Department name) signet ce qui suit, s'il y a lieu] Nom du représentant	pplicable : ADA / PARTIE 3 - AF d/or the PWGSC this TA is in accordance with e value of a TA and its ess of this limit, the TA must the PWGSC Contracting Date	Prix Maximum : PPROBATION D En apposant sa signat atteste(nt) que le conte La limite d'autorisation (excluant les taxes appautorisé et transmise à Ste Name of Contracting A contractante	ure sur l'AT, le cenu de cette AT du client est \$3 olicables) dépas n l'autorité contra	Prix Ferme : R LE CANADA lient autorisé et/ou l'autorest conforme aux condition of the conforme aux condition aux conforme aux condition	ons du contrat. Ir de l'AT et ses modifications être signée par le client autorisation 27-Apr-21 Date by ALEXANDER STEPHEN
Cocher la Base de Paiement a PART 3 - TA APPROVAL BY CANA y signing this TA, the authorized client authority an contracting Authority certify(ies) that the content of the e conditions of the Contract. The client's authorization limit is \$300,000. When the mendments (excluding Applicable Taxes) is in exceles in a signed by the authorized client and forwarded to athority for authorization. ANTONIO UTANO TANO ANTONIO UTANO ANTONIO Digitally signed by UTANO ANTONIO Date: 2021,04,28 09:38:13 -04'00' gnature Applicable, insert the following Name of the presentative from (insert the Department name)	pplicable : ADA / PARTIE 3 - AF d/or the PWGSC this TA is in accordance with e value of a TA and its ess of this limit, the TA must the PWGSC Contracting Date	Prix Maximum : PPROBATION D En apposant sa signat atteste(nt) que le conte de la limite d'autorisation (excluant les taxes appautorisé et transmise à Stephane of Contracting Acontractante	ure sur l'AT, le cenu de cette AT du client est \$3 olicables) dépas n l'autorité contra	Prix Ferme : R LE CANADA lient autorisé et/ou l'autorest conforme aux condition of the conforme aux condition aux conforme aux condition	ons du contrat. Ir de l'AT et ses modifications être signée par le client autorisation 27-Apr-21 Date by ALEXANDER STEPHEN

ANNEX E, TASK AUTHORIZATION FORM

Contract Number		47419-178445/005	5/ZQ	
Task Authorization		2022000206 /10003	357631	
Contractor's Name 883746117PG004 MGIS Inc. 23 Ballyboy Street, Ottawa, Ontario, K				
Taxes extra) before	st of Task (Applicable any revisions:	\$189,000.00		
New TA Revision				
TA Revision Number	er:	Amount to be increased	sed or (decreased):	
Total Estimated Cor Taxes extra) after r	st of Task (Applicable evisions:			
Contract Security	Requirements (as app	olicable)		
	Description of the W	ork Required		
As per attached sta	· · · · · · · · · · · · · · · · · · ·			
Period of Service	From (Date)	May 10, 2021	To (Date)	December 31, 2021
Work Location		Region (NCI	ement, which maying: CBSA premises in R) / Shared office spa (on the contract	the National Capital ces or's premises, the
Travel Requiremen	ts	None		
Language Requiren		The contractor mus in writing in English errors.		•

SECTION B – Applicable Basis of Payment

TA subject to a Limitation of Expenditure

When the basis of payment specified in a TA authorized and issued on the Contact is limitation of expenditure, the Contractor will be reimbursed for the costs reasonable and properly incurred in the performance of the Work specified in the authorized TA, as determined in accordance with the basis of payment cost elements, in Annex B, to the limitation of expenditure specified in the authorized TA.

Canada's total liability to the contractor under the authorized TA must not exceed the limitation of expenditure specified in the authorized TA. Customs duties are included and Applicable Taxes are extra.

No increase in the liability of Canada or in the price of the Work specified in the authorized TA resulting from any design chances, modification or interpretations of the Work specified in the authorized TA will be authorized or paid to the Contactor unless these design changes, modifications or interpretations have been authorized, in writing, by the TA Authority before their incorporation into the Work specified in the authorized TA. The Contactor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written authorization of the TA Authority. The Contractor must notify the TA Authority in writing as to the adequacy of this sum:

- a) When it is 75 percent committed, or
- b) Four (4) months before the final delivery date specified in the authorized TA, or
- c) As soon as the Contactor considers that the authorized TA funds are inadequate for the completion of the Work specified in the authorized TA,

Whichever comes first.

If the notification is for inadequate TA funds, the Contractor must provide to the TA Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

Catego	ry	Level of Expertise	Estimated Level Of Effort	Per Diem
3.8	Financial Specialist	Senior		
Name c	of Proposed Resour	ce		
Security	y Certificate/Cleara	ince Number		
Expiry [Date (YYY/MM/DD)			

SECTION D- Applicable Method of Payment

Monthly Payment

Canada will pay the Contractor on a monthly basis for work performed during the month covered by the invoice in accordance with the payment provisions of the Contact if:

- a) An accurate and complete invoice and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b) All such documents have been verified by Canada;

The work performed has been accepted by Canada

Authorization - Authorization	
By signing this TA, the Project Authority and CBSA Contract Contracting Authority or both, as applicable, certify (ies) to accordance with the Contract.	that the content of this TA is in
En apposant sa signature sur cette AT, le chargé de projet d'autorité contractante de TPSGC ou, s'il y a lieu, les deux respecte les conditions du contrat.	"
Name of Project Authority – Nom du chargé de projet	
Nom du chargé de projet	ate
Name of CBSA Contracting Authority - Stephen Alexa Nom de l'autorité contractante de ASFC	nder
ALEXANDER STEPHEN Digital Date: 2	lly signed by ALEXANDER STEPHEN 2021.05.06 19:23:41 -04'00'
Name of PWGSC Contracting Authority (if required)- Nom de l'autorité contractante de TPSGC (si requis)	
Signature	Date
Contractor's Signature - Signature de l'entrepreneur	
Name and title of individual authorized to sign for the Contr Nom et titre de la personne autorisée à signer au nom de l'é	
•	N. 40 0004
Signature	Date May 10, 2021

STATEMENT OF WORK

1.0 TITLE

Senior Financial Specialist, Level 3 – for Projects and Service Management Directorate (PSMD).

2.0 OBJECTIVE

The Canada Border Services Agency (CBSA) requires a variety of Information Management (IM)/Information Technology (IT) professional services resources with knowledge and experience supporting and assisting with Government of Canada business application, infrastructure and systems projects.

The purpose of these services is to augment capacity in the planning and execution of departmental IM/IT initiatives managed by the Information, Science and Technology Branch and the Traveller's Branch supporting the Traveller's Program, on an as and when required basis.

IM/IT expertise and support services are required to provide expert level advice and thought leadership in specific technologies, processes, applications, and integrated programs interdepartmentally and with other stakeholders accountable for IM/IT initiatives. This includes, but is not limited to, implementation suggestions, identification of road maps for way forward, expertise/guidance on evolving technologies/mandates and risk initiatives, and IM/IT professional services on critical business application, infrastructure and systems on an as and when required basis. This will ensure a third party independent view required to provide feedback, monitoring and expertise/recommendations to ensure the technology component of projects progresses as required.

PSMD has a requirement for a senior level Financial Specialist to perform temporary financial management and advisory expertise in the areas of project resource management financial analysis, costing, planning, budgeting and reporting within PSMD.

3.0 BACKGROUND

The Canada Border Services Agency (CBSA) is responsible for providing integrated border services that support national security and public safety priorities and facilitate the free flow of persons and goods, including animals and plants that meet all requirements under its legislation. Under this mandate, the CBSA enables effective and efficient border management through the design, development, implementation, delivery and operation of innovative solutions, science and technology for the major issues facing border management today and in the future.

The CBSA provides effective management of Canada's border through the strategic development, application and oversight of Information Technology and Information Management services. Integrated IT services are administered across Canada, including headquarters and seven regional locations - Atlantic, Quebec, Greater Toronto Area, Northern Ontario, Southern Ontario, Prairie and Pacific.

To optimally manage border programs, corporate maturity and operational excellence, the Information, Science and Technology Branch (ISTB) of CBSA provides technical expertise to advance information

management; enterprise architecture; IT infrastructure and solutions; and planning and portfolio management. Among other aspects, the ISTB provides technology leadership for a sustainable portfolio of business applications in support of CBSA's strategic priorities. It ensures effective delivery of technology products, applications and services to meet business needs, while ensuring integrity and availability of all technology infrastructures.

PSMD is responsible for the delivery and management of several mission critical systems to manage the flow of persons and goods at border entry points.

This statement of work is for overall financial services and expertise in the areas of financial analysis, costing and planning, budgeting and reporting. Border.

4.0 SCOPE OF THE WORK

The contractor must provide financial professional services on an as and when required basis in the National Capital Region (NCR) as initiated through Task Authorizations

5.0 TASKS

Tasks may include, but will not be limited to the following:

- Review and analyze current Memorandum of Cabinet and Treasury Board Submission costing process within ITSB
- Review and analyze current project costing including identifying ongoing costing at project onset and updating costing through project phases
- Review, analyze and recommend revision or updates to the annual Task Financial Authorization (TFA) process: initiation, tracking
- Review and update processes, as well as develop tools and templates to streamline those processes.
- Develop project work breakdown structures (WBS) for technology components and approved changes;
- Provide advice and expertise in the financial management area
- Review and analyze historical costing data and compare actuals with costing estimates
- Identify ISTB costing template requirements by consulting all applicable IT directorates and division and financial branches;
- Review and propose costing breakdown structures and artifacts where relevant;
- Design/propose commercial off shelf software (COTS) for new costing templates and plans Automate the conversion to Financial template for all releases;
- Provide advice and expertise in the financial management area as well ensure proposals align to current CBSA financial processes as lead by FCMB;
- Support and propose automated reporting solutions which are generated through an automated tool solution which captures costing estimates by ISTB stakeholders;
- RPC related reporting requirements as needed; and
- Propose costing model processes/procedures in collaboration with various stakeholders within CBSA while ensuring alignment to current policies/frameworks/methodologies.

6.0 DELIVERABLES

Deliverables for the duration of the contract may include, but will not be limited to the following:

- Work with IT project manager in PSMD to compile detailed and robust work packages and schedules for 2021-22 deliverables;
- Kick off meeting with ISTB OCIs, PSMD and lines of Business to discuss work packages;
- Drafts TFAs:
- Solicits feedback from OCIs;
- Update TFAs as required;
- Finalize TFAs:
- Obtain eRouting approvals;
- Manage project budgets provide recommendations on project financial management that impact ISTB projects - ongoing
- Identify source of funds, forecasting and monitor actuals while monitoring variances between forecasts and year-end actual expenditures ongoing
- Lead and monitor quarterly forecasting exercise using agency tools such as BPC, CAS and MAX- Monthly
 activity
- Hold financial working group meetings with the Directorate management team Monthly
- Maintain trackers, budget control documentation and status logs Ongoing
- Ensure Project expenditures are within budget allocations March 31 2022
- Prepare financial briefings and reports for management on a need basis
- Provide input on CBSA strategic and Corporate taskings such as the Integrated business plan. On a need basis
- Complete all financial activities related to the project such as but not limited to WBS structures, budget transfers, allocations, JVs, and commitment reviews. Monthly
- Options Analysis Proposal Coordinate the options analysis proposals in collaboration with Service Managers (SMs) prepared
 in MS Word format.
- VRF Impact/Costing Reports Coordinate RPC reports VRFs and investment proposals and other related reports while ensuring collaboration with applicable stakeholders level impacts (costs and resource) and presented in MS Word format.
- Treasury Board (TB) Submission Costing This is the costing for the technology component of CBSA projects or initiatives submitted to TB for funding. Typically includes a CBSA/TB costing spreadsheets (FCMB templates) supported by a narrative to be included in the TB Submission.
- MC Costing This is the costing for the technology component of CBSA projects or initiatives submitted for funding via Memorandum to Cabinet (MC). Typically includes an order of magnitude CBSA costing spreadsheet (FCMB templates).
- Other documentation such as Briefing Notes, summaries, and proposed text for documents and meeting summaries.
- All written documentation and/or reports must be submitted in electronic format using Microsoft Office Suite as per the CBSA standard presentation.
- Each document shall adhere to CBSA documentation standards, including headers/footers and document numbers, and information management practices.

The Project Authority will provide a delivery date for each deliverable as required. Deliverable dates are subject to change in accordance with the approved project schedule(s) for the relevant projects.

Written or electronic submissions of documents must be provided utilizing Microsoft Office (MS-Word, MS-Excel and MS-PowerPoint or MS-Visio) as indicated by the Project Authority.

7.0 CLIENT SUPPORT

The client will provide all documentation and information necessary for the work.

8.0 LANGUAGE REQUIREMENTS

While proposed resources must be fluent in English, there may be a requirement for specific resources to be fluent in both official languages, which will be specified in the TA.

9.0 WORK LOCATION

The contractor must be willing and able to accept a flexible work arrangement, which may include any or all of the following:

- Shared cubicles when working on-site within the National Capital Region (NCR);
- Use of collaborative work spaces; and/or
- Working remotely off-site

CBSA will provide, subject to security requirements, and only to the specified resource personnel, access to identified database or applications residing on CBSA computers or networks for the sole purpose of executing tasks associated with this Contract. CBSA, at its sole discretion, will identify the nature and characteristics of such access.

10.0 TRAVEL

No travel related expenses or living expenses will be provided for travel to or from CBSA offices or sites within the NCR. There is no travel requirement under this contract.

TASK AUTHORIZATION (TA) FORM					
Contractor: GCstrategies Contract Number: 47419-202719/001/EL					
Commitment: #	1000358167	Financial Coding:	190810030, 2001, 30700		
Task Number (Amendment):	2022000265 (001)	Issue Date: June 29, 2021	Response Require By: June 29, 2021		

Statement of Work (Work Activities, Certifications and Deliverables):

The Canada Border Services Agency (CBSA) requires a variety of Information Management (IM)/Information Technology (IT) professional resource services to support changes to the operational environment to better respond to the needs of the public, public safety and employee safety within the current Covid-19 era - our new norm.

Engendering trust in; the health and safety within Canada's air industry, safety at the front lines for Border Services Officers protective measures in-line with COVID and the need to address the risk due to the growth in low-value shipments (contact-less delivery) - the CBSA needs to react and adapt, leveraging IT to meet these needs.

The focus area of this TA will be Implement modern risk assessment tools to support and enable predictive analytics to address the growing volumes of low-value shipments (contact-less delivery).

CBSA will implement a Customs Strategy to address safety, security and revenue risks related to shipments. This is even more important during COVID as shipment quantities have increased dramatically and CBSA are dealing with very high levels of new unidentified shippers and receivers posing a risk to all Canadians. The Agency's traditional approach to risk assessment, threat identification, and the physical examination of goods which is unsustainable in the face of rising volumes and evolving smuggling methods during this pandemic, and it results in bottlenecks at the border as well as delays and unpredictability for trade chain partners. Out-dated business processes and a lack of system capacity to process large volumes of transactional data, coupled with regulatory gaps concerning advance data requirements for courier shipments, leave the Agency blind to potential safety and security risks and contribute to potential revenue loss, increased processing times, and system outages.

The intent of this solution is to provide safe, digital, data driven and a secure alternative for CBSA to continue to conduct their business and fulfil their mandates during COVID. The solution will primarily reduce exposure of potential risk for front line Border Services Officers working with shipments entering Canada from abroad.

This will involve work in the following technical areas; native mobile applications (both iOS and Android), Biometrics, Amazon Web Services (AWS) cloud services, predictive analytics, geolocation(remote border), Application Programming Interface (API) development, cyber security, credentials, electronic data manifest ingestion, architecture (mobile, security, cloud) and digitization of existing paper forms (and process).

(TA) FORM

The Border Technology Innovation Directorate (BTID) has a requirement for

- two (2) Web Developers
- one (1) Mobile Architect
- two (2) Cloud Architect
- two (2) Data Engineers
- two (2) Data Architects
- two (2) iOS Developers
- two (2) Quality Assurance Specialist
- two (2) Project managers
- two (2) Business Analysts

Tasks

The Contractor(s) must provide support for IM/IT professional services on an as and when required basis. Each validly issued Task Authorization will outline the type of resource(s), the Work and tasks to be completed and the location of the Work, whether in the National Capital Area or remotely.

Tasks include, but not be limited to the following:

- Implement application audit and logging solution to meet Information Technology Security Guideline (ITSG) requirements
- Data exploration and statistical analysis to get a solid understanding of the underlying data and its characteristics
- Feature engineering to produce optimal input features to ensure maximum value in predictive capabilities
- Construction of multiple models to isolate specific threats (e.g. Opioids, Guns, etc.)
- Predictive model testing and evaluation to ensure the most appropriate model for the task at hand
- Predictive model validation and refinement to maximize the accuracy of the final models
- Model selection and operationalization for integration into the core system
- Automated retraining and deployment routines to avoid model drift and keep the Al informed with the latest data
- Human-in-the-loop design to provide critical guidance to the predictive models using reinforcement learning
- Automated model performance reports to validate predictions and performance over time
- Automated inspection prioritization output to deploy work packages to a BSO's mobile device with high risk targets for inspection, reporting and signoff
- Deploy secure APIs meeting open API standards and in line with TBS direction
- Develop data collection microservices
- Develop business rules microservices
- Develop a big data storage solution and data catalog.
- Implement an AWS cloud solution system integration strategy
- Deploy an internet of things (IOT) solution to collect data from handheld devices
- Create and bind meta data to objects for cataloging and ingestion into the data lake.

(TA) FORM

- Deploy a Protected B Medium Availability Medium (PBMM) highly availability AWS cloud solution
- Support & Testing of passport quality photo capture following ISO/IEC 19794-5 guidelines
- Create a fully automated ingestion pipeline which can parse all incoming messages based on their types (CIMP, CXML, different versions, etc.), extraction of information, rejecting invalid messages and also pushing data in analytical layer for consumption.
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- Display not authorized message to any user attempting to access the portal without valid credentials
- Use of AWS services to retrieve sensitive information regarding AD configuration.
- Ensure API stays protected by having IP access restriction. Only the frontend application, CBSA HQ are able to query the API.
- Limit the main table display to list the latest 1000 shipment items each with a computed risk and indicators
- Add the possibility of filtering and sorting rows by clicking on a column header
- Implement a popup to view the raw message pertaining to the selected shipment
- Implement a popup to compare the raw message latest version with a specific version that the user can select with a dropdown list.
- Implement a details page to view all shipment information, risk indicators, and a detailed analysis narrative
- Implement Unit and Integration Tests to prevent system regression with new releases. Tests are being run every time new code is pushed in the code repository.
- Add AWS Application Insights as a logging and performance tool (in both Website and API applications). We can now have end-to-end traffic monitoring from the client website to the database itself, or to any other AWS
- Implement two automated pipelines (Web Application and API) compiling code every time it gets pushed into the development branch.
- Implement approval-based deployment on the Prototype environment. When the product
 owner is satisfied with the way the application is behaving on Staging environment, they can
 create and approve a deployment on Prototype for the same compiled version of the code.
 This way, we can guarantee that the version deployed on Prototype is 100% identical as the
 one on Staging.
- Created AWS Resource Management templates to ensure the AWS resources are in place and consistent. That way, we can quickly spin up another Environment (like Staging or Prototype) without interacting with AWS portal.
- Ensure that AWS application settings were being set by the deployment pipelines using AWS DevOps Pipeline variables.

(TA) FORM

Web Developer

- Code screens for the workflow before and after the warehouse inspections
- Build a secure and performant API for consumption by both the web and mobile applications
- Code functionality for data retrieval to feed the application
- Code form and functionality for data updates to track an item through its lifecycle
- Integrate web application with authentication and authorization components from CBSA
- Advise on and assist with application hosting and scaling on AWS
- Advise on and assist with load testing and failover testing for the web application and API
- Advise and contribute to a Continuous Integration and Deployment pipeline
- Contribute to scrum activities
- Produce code documentation

Mobile Architect

- Code screens for the workflow for BSOs while at the warehouse
- Code functionality for data retrieval to feed the application
- Code form and functionality for data updates to track an item through its lifecycle
- Integrate mobile application with authentication and authorization components from CBSA
- Advise on and assist with application hosting and scaling on AWS
- Advise on and assist with load testing and failover testing for the mobile components of the API
- Advise and contribute to a Continuous Integration and Deployment pipeline
- Contribute to scrum activities
- Produce code documentation

Cloud Architect

- Assist in technical research for component selection during initial phases
- Advise on best practices for implementation across the entire AWS stack
- Work on prototypes for component integration
- Assist in code reviews where needed
- Help to remove technical blockers where required
- Contribute to scrum activities

Data Engineering

- Build and document the ingestion platform for courier data
- Design and develop storage models for incoming courier data
- Assist with identification and ingestion of 3rd party data sets
- Write data quality validation routines for incoming data
- Write cleansing, merging and transformation routines for all data sets
- Work with Data Science to generate training sets
- Design and develop storage models for consumer applications
- Create loading routines to transfer data into the consumer data stores
- Oversee data pipeline performance and advise and assist with load testing
- Advise and contribute to a Continuous Integration and Deployment pipeline
- Contribute to scrum activities

(TA) FORM

Produce code documentation

Data Architect

- Collect and analyse input data
- Discuss and recommend 3rd party datasets for model improvement
- Build POC algorithms for multiple use cases (drugs, guns, etc.)
- Build out multiple approaches to solve the problems
- Generate and validate the results for each approach
- Select the best performing model and refine and solidify the implementation
- Produce a report detailing the approaches taken, the selected approach, and reasoning
- Advise and contribute to a Continuous Integration and Deployment pipeline
- Work with Data Engineering to ensure performance on any implemented models
- Contribute to scrum activities
- Produce code documentation
- Machine Learning OPS
 - Provide AWS Sagemaker support for MLops activities
 - o Provide Application development for algorithm operationalization
 - o Provide Data lineage, management and audit in Cloud
 - o Provide MLops support in the AWS suite
 - Expose API API Gateway, AWS Lambda, Amazon SageMaker, Amazon ECR, Amazon S3, ...
 - o Assists in the creation of the CI/CD pipeline code commit, gitlab
 - o Develops the infrastructure for Logging and Monitoring cloudwatch, cloud
 - Setup Ongoing maintenance infrastructure

Mobile iOS Developers

- Develop the mobile application for iOS
- Create native iOS application
- Code screens for the workflow during the warehouse inspections
- Code functionality for data retrieval to feed the application
- Code form and functionality for data updates to track an item through its lifecycle
- Integrate mobile application with authentication and authorization components from CBSA
- Advise on and assist with application hosting and scaling on AWS
- Advise on and assist with load testing and failover testing for the web application and API
- Advise and contribute to a Continuous Integration and Deployment pipeline
- Contribute to scrum activities
- Produce code documentation

Quality Assurance Specialist

- Write test plans for testable components
- Write test scripts for individual pieces of functionality
- Advise on automated testing procedures
- Execute test plans and record and report on results
- Perform smoke tests on any newly released code
- Devise, implement, and execute integration tests

(TA) FORM

- Devise, implement, and execute regressions tests
- Devise, implement, and execute load tests

Project manager

- Formulate statements of problems; establishes procedures for the development and implementation of significant, new or modified project elements to solve these problems, and obtains approval thereof
- Define and document the objectives for the project; determine budgetary requirements, the composition, roles and responsibilities and terms of reference for the project team
- Report progress of the project on an ongoing basis and at scheduled points in the life cycle
- Meets in conference with stakeholders and other project managers and states problems in a form capable of being solved
- Prepare plans, charts, tables and diagrams to assist in analyzing or displaying problems; work with a variety of project management tools
- Analysis and development of business "critical success factors"
- Analysis and development of architecture requirements design, process development, process mapping and training

Business Analyst

- Review business requirements to include data elements, data formats and validation rules
- Maintain the requirements traceability matrix
- Act as the Subject Matter Expert on requirements for the technical team
- Participate in testing to review the app and ensure requirements are met
- Ensure business requirements are clear and defined. Convert business requirements into technical language and communicate requirements to the Development team
- Translating technology features and defects into business language for the client
- Ensure requirements are accessibility reviewed, approved and prioritized
- Document requirements and user stories within DevOps tickets for developers and testers
- Ensure tickets are complete attaching all relevant documentation
- Communicate changes to requirements and maintain DevOps tickets as requirements are updated

Deliverables

The Contractor(s) must provide build, implement and provide a solution that will include:

- DevOps continuous integration / continuous deployment (CI/CD) across all platforms
- Courier Onboarding, Data Receipt and Transmission
- System Documentation
- Logs and Alerts with Automated actions
- Proactive & Smart Random Examinations administration
- Target Threshold administration
- Bond Room Ledger integration
- Port Hierarchy administration
- Trusted Vendor administration
- User Profile Sync administration

(TA) FORM

- Manifest Grouping by Day and Courier
- Mobile Supported Devices / Platforms
- Predictive Algorithms
- Knowledge transfer to CBSA IT Solutions and Operations directorate
- Knowledge transfer to eventual resources coming from RFP to replace COVID2 contract

Amendment 001: This amendment is to decommit days/funding for the following resources as interim deliverables have been met and dependencies on other deliverables exists which will not be completed by June 28th, 2021. This will allow funds to be released back into the contract to support other COVID 19 requirements. As all work originally planned on this TA is completed, we need to decommit the remaining funds to create a new TA with tasks and deliverables.

,	decommit	(\$	42,405). Change from	(\$60,000) to	(\$17,595).
•		decommit	(\$6,000). Change from	m (\$60,000) to	(\$54,000).
•		(\$16	,900). Change from	(\$36,400) to	(\$19,500).
•	decom	mit	(\$23,400). Change from	(\$53,300) to	(\$29,900).
•	decom	mit	(\$12,000). Change from	(\$49,200) to	(\$37,200).

The total TA value is reduced from \$889,400 (\$1,005,022 with HST) to \$788,695 (\$891,225.35 with HST).

All other terms and conditions remains unchanged.

2.	Period of Service:	From (Date)	May 22nd, 2021	To (Date)	June 28, 2021	
3.	Work Location:	National Capital Area or remotely				
4.	Travel Requirements:	N/A				
5.	Language Requirement:	English				
6.	Other Conditions/Constraints:					
7.	Level of Security Clearance required for the Contractor Personnel:	Reliability				
8.	8. Contractor's Response:					
	Category and Name of Proposed Resource	PWGSC Security File Number	Per Diem Rate	Estimated # Days	F of Total Cost	

TASK AUTHORIZATION (TA) FORM				
Data Architect (MLOPS)	\$54,000.00			
Cloud Architect	\$60,000.00			
Mobile Architect	\$52,000.00			
Quality Assurance Specialist	\$44,000.00			
Quality Assurance Specialist	\$44,000.00			
iOS Developer	\$49,200.00			
Data Engineer	\$61,500.00			
iOS Developer	\$49,200.00			
Web Developer	\$49,200.00			

TASK AL	JTHORIZATION	
(Т.	A) FORM	
Web Developer		\$49,200.00
Data Engineer		\$61,500.00
Cloud Architect		\$61,500.00
Project Manager		\$19,500.00
Project Manager		\$29,900.00
Business Analyst		\$49,200.00
Business Analyst		\$37,200.00
	Estimated Cost	\$788,695.00
	Applicable Taxes	\$102,530.35
	Total Labour Cost	\$891,225.35
	Total Travel & Living Cost	N/A
	Firm Price or Maximum TA Price	\$891,225.35
Contractor's Signature		

TASK AUTHO	PRIZATION
(TA) FC	ORM .
Name, Title and Signature of Individual Authorized to sign on behalf of the Contractor (type or print)	Signature:
	Date: July 6 th , 2021
Approval – Signing Authority	
Signatures (Client) Name, Title and Signature of Individual Authorized to sign:	Signatures (PWGSC)
Technical Authority: YOUNG MEGAN Date: 2021.07.13 23:04:19 -04'00' Date:	Contracting Authority ¹ : Durigan, Digitally signed by: Durigan, Angela M DN: CN = Durigan, Angela M C = CA O = GC OU = PWGSC- TPSGC Date: 2021.07.15 17:46: 18 -04'00'
CBSA Procurement: LECLAIR Digitally signed by LECLAIR MEAGAN DN: C=ca. O=gc. OU=ccra-adrc. OU=PERSONNEL, CN=LECLAIR MEAGAN + SERIALNUMBER=2017348101939252 Reason: I am the author of this document Location: your signing location here Described 2021-07-14 08:38:13 Foxit PhantomPDF Version: 10.0.1 Date:	

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TASK AUTHORIZATION

(TA) FORM

¹ Signature required for TA valued at **\$300,000.00** or more, Applicable Taxes included.

You are requested to sell to her Majesty the Queen in Right of Canada, in accordance with the terms and conditions set out herein, referred to herein, or attached hereto, the services listed herein and in any attached sheets at the price set out thereof.

ASC U	PANORES	(C) (R)	Adums	10 19 101 3	in latte	s as i mines;

		HORIZATION	
	(TA)	FORM	
Contractor:	GCstrategies	Contract Number:	47419- 202719/001/EL
Commitment: #	1000358167	Financial Coding:	190810030, 2001, 30700
Task Number (Amendment):	2022000265	Issue Date: May 21, 2021	Response Require By: May 25, 2021

Statement of Work (Work Activities, Certifications and Deliverables):

The Canada Border Services Agency (CBSA) requires a variety of Information Management (IM)/Information Technology (IT) professional resource services to support changes to the operational environment to better respond to the needs of the public, public safety and employee safety within the current Covid-19 era - our new norm.

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- two (2) Quality Assurance Specialist
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- two (2) Business Analysts

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TASK AUTHORIZATION

(TA) FORM

- Deploy a Protected B Medium Availability Medium (PBMM) highly availability AWS cloud solution
- Support & Testing of passport quality photo capture following ISO/IEC 19794-5 guidelines
- Create a fully automated ingestion pipeline which can parse all incoming messages based on their types (CIMP, CXML, different versions, etc.), extraction of information, rejecting invalid messages and also pushing data in analytical layer for consumption.
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- Implement two automated pipelines (Web Application and API) compiling code every time it gets pushed into the development branch.
- Implement approval-based deployment on the Prototype environment. When the product owner is satisfied with the way the application is behaving on Staging environment, they can create and approve a deployment on Prototype for the same compiled version of the code. This way, we can guarantee that the version deployed on Prototype is 100% identical as the one on Staging.
- Created AWS Resource Management templates to ensure the AWS resources are in place and consistent. That way, we can quickly spin up another Environment (like Staging or Prototype) without interacting with AWS portal.
- Ensure that AWS application settings were being set by the deployment pipelines using AWS DevOps Pipeline variables.

(TA) FORM

Web Developer

- Code screens for the workflow before and after the warehouse inspections
- Build a secure and performant API for consumption by both the web and mobile applications
- Code functionality for data retrieval to feed the application
- Code form and functionality for data updates to track an item through its lifecycle
- Integrate web application with authentication and authorization components from CBSA
- Advise on and assist with application hosting and scaling on AWS
- Advise on and assist with load testing and failover testing for the web application and API
- Advise and contribute to a Continuous Integration and Deployment pipeline
- Contribute to scrum activities
- Produce code documentation

Mobile Architect

- Code screens for the workflow for BSOs while at the warehouse
- Code functionality for data retrieval to feed the application
- Code form and functionality for data updates to track an item through its lifecycle
- Integrate mobile application with authentication and authorization components from CBSA
- Advise on and assist with application hosting and scaling on AWS
- Advise on and assist with load testing and failover testing for the mobile components of the API
- Advise and contribute to a Continuous Integration and Deployment pipeline
- Contribute to scrum activities
- Produce code documentation

Cloud Architect

- Assist in technical research for component selection during initial phases
- Advise on best practices for implementation across the entire AWS stack
- Work on prototypes for component integration
- Assist in code reviews where needed
- Help to remove technical blockers where required
- Contribute to scrum activities

Data Engineering

- Build and document the ingestion platform for courier data
- Design and develop storage models for incoming courier data
- Assist with identification and ingestion of 3rd party data sets
- Write data quality validation routines for incoming data
- Write cleansing, merging and transformation routines for all data sets
- Work with Data Science to generate training sets
- Design and develop storage models for consumer applications
- Create loading routines to transfer data into the consumer data stores
- Oversee data pipeline performance and advise and assist with load testing
- Advise and contribute to a Continuous Integration and Deployment pipeline
- Contribute to scrum activities

(TA) FORM

Produce code documentation

Data Architect

- Collect and analyse input data
- Discuss and recommend 3rd party datasets for model improvement Build POC algorithms for multiple use cases (drugs, guns, etc.)
- Build out multiple approaches to solve the problems
- Generate and validate the results for each approach
- Select the best performing model and refine and solidify the implementation
- Produce a report detailing the approaches taken, the selected approach, and reasoning
- Advise and contribute to a Continuous Integration and Deployment pipeline
- Work with Data Engineering to ensure performance on any implemented models
- Contribute to scrum activities
- Produce code documentation
- Machine Learning OPS
 - Provide AWS Sagemaker support for MLops activities
 - Provide Application development for algorithm operationalization
 - Provide Data lineage, management and audit in Cloud
 - o Provide MLops support in the AWS suite
 - Expose API API Gateway, AWS Lambda, Amazon SageMaker, Amazon ECR, Amazon S3, ...
 - Assists in the creation of the CI/CD pipeline code commit, gitlab
 - Develops the infrastructure for Logging and Monitoring cloudwatch, cloud
 - Setup Ongoing maintenance infrastructure

Mobile iOS Developers

- Develop the mobile application for iOS
- Create native iOS application
- Code screens for the workflow during the warehouse inspections
- Code functionality for data retrieval to feed the application
- Code form and functionality for data updates to track an item through its lifecycle
- Integrate mobile application with authentication and authorization components from CBSA
- Advise on and assist with application hosting and scaling on AWS
- Advise on and assist with load testing and failover testing for the web application and API
- Advise and contribute to a Continuous Integration and Deployment pipeline
- Contribute to scrum activities
- Produce code documentation

Quality Assurance Specialist

- Write test plans for testable components
- Write test scripts for individual pieces of functionality
- Advise on automated testing procedures
- Execute test plans and record and report on results
- Perform smoke tests on any newly released code
- Devise, implement, and execute integration tests

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TASK AUTHORIZATION

(TA) FORM

- Devise, implement, and execute regressions tests
- Devise, implement, and execute load tests

Project manager

- Formulate statements of problems; establishes procedures for the development and implementation of significant, new or modified project elements to solve these problems, and obtains approval thereof
- Define and document the objectives for the project; determine budgetary requirements, the composition, roles and responsibilities and terms of reference for the project team
- Report progress of the project on an ongoing basis and at scheduled points in the life cycle
- Meets in conference with stakeholders and other project managers and states problems in a form capable of being solved
- Prepare plans, charts, tables and diagrams to assist in analyzing or displaying problems; work with a variety of project management tools
- Analysis and development of business "critical success factors"
- Analysis and development of architecture requirements design, process development, process mapping and training

Business Analyst

- Review business requirements to include data elements, data formats and validation rules
- Maintain the requirements traceability matrix
- Act as the Subject Matter Expert on requirements for the technical team
- Participate in testing to review the app and ensure requirements are met
- Ensure business requirements are clear and defined. Convert business requirements into technical language and communicate requirements to the Development team
- Translating technology features and defects into business language for the client
- Ensure requirements are accessibility reviewed, approved and prioritized
- Document requirements and user stories within DevOps tickets for developers and testers
- Ensure tickets are complete attaching all relevant documentation
- Communicate changes to requirements and maintain DevOps tickets as requirements are updated

Deliverables

The Contractor(s) must provide build, implement and provide a solution that will include:

- DevOps continuous integration / continuous deployment (CI/CD) across all platforms
- Courier Onboarding, Data Receipt and Transmission
- System Documentation
- Logs and Alerts with Automated actions
- Proactive & Smart Random Examinations administration
- Target Threshold administration
- Bond Room Ledger integration
- Port Hierarchy administration

TASK AUTHORIZATION

(TA) FORM

- Trusted Vendor administration
- User Profile Sync administration
- Manifest Grouping by Day and Courier Mobile Supported Devices / Platforms
- Predictive Algorithms

Mobile Architect

Quality Assurance Specialist

- Knowledge transfer to CBSA IT Solutions and Operations directorate
- Knowledge transfer to eventual resources coming from RFP to replace COVID2 contract

2.	Period of Service:	From (Date)	May 22nd, 2021	To (Date)	June 28, 2021
3.	Work Location:	National Capi	tal Area or remote	ly	
4.	Travel Requirements:	N/A			
5.	Language Requirement:	English			
6.	Other Conditions/Constraints:	The second secon			Alexander and the second and the sec
7.	Level of Security Clearance required for the Contractor Personnel:	Reliability	***************************************		
8.	Contractor's Response:				
	Category and Name of Proposed Resource	PWGSC Security File Number	Per Diem Rate	Estimated # o	of Total Cost
Dat	a Architect (MLOPS)			1	\$60,000.00
Dat	a Architect (MLOPS)				\$60,000.00
Clo	ud Architect	момолограф			\$60,000.00

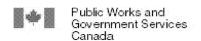
\$52,000.00

\$44,000.00

	TASK AUTHORIZATION (TA) FORM	
Quality Assurance Specialist		\$44,000.00
iOS Developer		\$49,200.00
Data Engineer		\$61,500.00
OS Developer		\$49,200.00
Web Developer		\$49,200.00
Web Developer		\$49,200.00
Data Engineer		\$61,500.00
Cloud Architect	<u> </u>	\$61,500.00
Project Manager		\$36,400.00
Project Manager		\$53,300.00
Business Analyst	-	\$49,200.00
Business Analyst		\$49,200.00
***************************************	Estimated Cost	\$889,400.00
	Applicable Taxes	\$115,622.00
	Total Labour Cost	\$1,005,022.00
	Total Travel & Living Cost	N/A
	Firm Price or Maximum TA Price	\$1,005,022.00

ASFC - Divu	lgation en vertu	de la bi sur	(Accès é	Tinform

TASK AUTH	ORIZATION
(TA) F	ORM
Name, Title and Signature of Individual Authorized to sign on behalf of the Contractor (type or print)	
	Signature;
	Date: MAY 21, 2021
Approval - Signing Authority	
Signatures (Client)	Signatures (PWGSC)
Name, Title and Signature of Individual Authorized to sign:	
Technical Authority: UTANO Digitally signed by UTANO ANTONIO Date: 2021.05.21 15:29:38 -04'00'	Contracting Authority 1:
Date:	Bastien, Josee Digitally signed by: Bastien, Josee DN: CN = Bastien, Josee C = CA O = GC OU = PWGSC-TPSGC Date: 2021 05 25 08:03:05 -04'00'
	Date:
CBSA Procurement:	
Stephen Alexander	
Date: ALEXANDE Digitally signed by ALEXANDER STEPHEN Date: 2021,05.21 15:17:29 -04'00'	
Signature required for TA valued at \$300,000.00 or m	nore, Applicable Taxes included.
You are requested to sell to her Majesty the Queen in I and conditions set out herein, referred to herein, or attains any attached sheets at the price set out thereof.	Right of Canada, in accordance with the terms ached hereto, the services listed herein and in



Travaux publics et Government Services Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

A. General Information / Informations	générales				
Contract Number / Numéro du contrat :	47419-198132/001/EL				
Contractor Name / Nom du Contracteur :	TEKSYSTEMS CANA	ADA CORP.			
Task Authorization (TA) No. N° de l'autorisation de tâches (AT) :	Commitment No. N° de l'engagement :	Financial C Code finan	-	Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
2022000595	1000358045	CC: 19083 Fund: 20 Functional Are	001,	2021-04-30	2021-05-04
B. For Amendments Only / Aux fins d	e modification seulemen	<u>t</u>			
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la	modification :				
C. TA Requirements / Exigences rela	tives à l'AT				
Required Resource(s) / Ressource(s) requis					
Trequired Tresource(s) / Tressource(s) requis		Estimated Level of			
Category and Le	evel	Effort (days) /	Linguisti	ic Profile / Profile	Required Level(s) of Security /
Catégorie et Niv		Effort (days) / Niveau d'effort estimatif Effort (days) / Niveau linguistique Required Sec Niveau(x)	Niveau(x) de sécurité		
		(jours)			requis
Business Architect - Level 3			ļ	English	Reliability / Fiabilité
Statement of Work (tasks, deliveral	oles renorts etc.)/Éno	ncé des travaux (t:		ables rannorts e	tc)
otatement of vvon (table, active at	oles, reports, etc., r End	noe des havaax (a	301100, 11110	abico, rapporto, o	.0.)
See attached / Voir pièce jointe					
See attached / Voir pièce joint					
Period of Services / Période de service:					Γ
Initial Start Date / Date de début initiale :	09-Jun-2021			e / Date de fin initiale :	08-Jun-2022
Extented End Date (See Reason for the Ame	endment) / Date de fin prolonge	ée (voir Raison pour la	modification):		
Option To Extend Initial End Date / Optional End Date(s) / Date(s)		n initiale		Status / Statut	
Optional End Date(s) / Date(s)	de iiii optiormelle(s)				
			O	In Effect / en vigueur	
			0	In Effect / en vigueur	
Travel Requirement(s) / Exigence(s) de voya	•				
Work Location(s) / Lieu(x) de travail :	NCR - Work ren	notely off site			1 0

PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

Contractor Resource(s) and Estimated	Cost / Ressource(s) du C	<u>ontracteur et Co</u>			
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
B.2 Business Architect - Level 3					\$282,000.00
			Estimated	Cost / Coût estimatif	\$282,000.00
				Applicable Taxes	\$36,660.00
	Total Estimated Travel a	and Living Cost / Coû	t total estimati	f de voyage et de vie	\$0.00
		Total Esti	mated Cost /	Coût total estimatif	\$318,660.00
Check applicable Basis of Cocher la Base de Paiemen	-	Maximum Price / Prix Maximum :	Х	Firm Price / Prix Ferme :	
· ·	ess of this limit, the TA must be	(excluant les taxes app	licables) dépas	0,000 \$. Lorsque la vale se cette limite, l'AT doit actante de TPSGC pour	
signed by the authorized client and forwarded to the authorization.		autorise et transmise a	Tradionic contra	actante de 11 000 pour	autorisation
Christiane Frem	June 7, 2021	Silvana Man			June 7, 2021
lame of Technical Authority / Nom de l'autorité techi	n Date	Name of Contracting A contractante	uthority / Nom o	de l'autorité	Date
Christians Frem		Mansour, Si	Ivana Silvani	lly signed by Mansour, a 2021.06.07 11:55:32 -04'00'	
Signature	-	Signature	V		•
Evan Bradshaw	June 7, 2021				
Name of the representative from Canada Border Services Agency - Procurement Nom du représentant de l'Agence des services rontaliers du Canada	Date				
	y BRADSHAW EVAN OUI-cota-adit, OUI-PERSONNEL, CN=BRADSHAW EVAN + **2003542[65156683 author of this document improved processing the comment improved processin				
Signature					
PART 4 - CONTRACTOR SIGNATU	RE / PARTIE 4 - SIGNA	TURE DU CON	TRACTEUF	2	
				June	7, 2021
Name and Title of individual authorized to sign on be Nom et titre Signature de la personne autorisée à sig		Signature	_		Date



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

A Conoral Information / Informations	ránárolog				
A. General Information / Informations of					
Contract Number / Numéro du contrat :	47419-206529 001				
Contractor Name / Nom du Contracteur :	Dalian Enterprises	s and Coradix T	echnology	Consulting, in	Joint Venture
Task Authorization (TA) No. № de l'autorisation de tâches (AT)	Commitment No. Nº de l'engagement	Financial Co Code finan	-	Date of Issuance Date d'émission	Response required by Réponse requise d'ici le
2022000671	1000357739	190810040 - C0	00049-21	June 1 2021	June 3 2021
B. For Amendments Only / Aux fins de	modification seulen	<u>nent</u>			
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la m	odification:				
C. TA Requirements / Exigences relative	<u>/es à l'AT</u>				
Required Resource(s) / Ressource(s) requise(s)	s)				
Category and Level Catégorie et Niveau		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	-	c Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Technology Architect Level 3		69 60 60 60 60 60 60 60 60 60 60 60 60 60	E	English	Reliability / Fiabilité
Statement of Work (tasks, deliverables, reports	s, etc.) / Énoncé des trav	I I I I I I I I I I I I I I I I I I I	s, rapports, et	 c.):	
See attached / Voir pièce jointe					
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :	07-Jun-2021] Init	tial End Date	/ Date de fin initiale :	07-Aug-2021
		J			07-Aug-2021
Extented End Date (See Reason for the Amen	differit) / Date de ilif proi	ongee (voii Raison p	our la modific	ation).	
☐ Option To Extend Initial End Date / Option	n pour prolonger la date	de fin initiale			
Optional End Date(s) / Date(s) de fin	optionnelle(s)			Status / Statut	
			O II	n Effect / en vigueur	
		<u> </u>			
Travel Requirement(s) / Exigence(s) de voyage :	None				
Work Location(s) / Lieu(x) de travail :	National Capital Re	egion / Remote			

PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

Contractor Resource(s) and Estimated Note: once approved, only the following resources may provide services u					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Fixed Cost Rate for the Project	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
					\$37,395.00
Technology Architect Level 3					***,***
			Estimated	Cost / Coût estimatif	\$37,395.00
				HST	\$4,861.35
		Total Esti	mated Cost /	Coût total estimatif	\$42,256.35
Check applicable Basis of Pa Cocher la Base de Paiement ap	•	Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANAI	DA / PARTIE 3 - AP	PROBATION D	E L'AT PAF	R LE CANADA	
amendments (excluding Applicable Taxes) is in exces be signed by the authorized client and forwarded to the Authority for authorization. Christiane Frem		et transmise a radiona	o contractante de	: TPSGC pour autorisatio	
Name of Technical Authority / Nom de l'autorité technique	Date	Name of Contracting A	authority / Nom d	e l'autorité contractante	Date
Christians Frem	_				
Signature LEGER Digitally agreed by LEGER TEACAN OUFFRESONE CONFLICTOR OUFFRESONE CONFLICTOR SERVILL NUMBER 2017040038420302 Reason I agreed by the tempor defined by the placement of my agratuate in the document backgraft of the placement of my agratuate in the document backgraft of the placement of my agratuate in the document backgraft of the placement of my agratuate in the document backgraft of the placement of my agratuate in the document backgraft of the placement of my agratuate in the document backgraft of the placement of my agratuate in the document backgraft of the placement of my agratuate in the document backgraft of the placement of my agratuate in the document backgraft of the placement of my agratuate in the placement of my agr		Signature			
[If applicable, insert the following] Name of the representative from CBSA Procurement [Ajouter ce qui suit, s'il y a lieu] Nom du représentant de (insérer le nom du Ministère)	Date	•			
Signature	-				
PART 4 - CONTRACTOR SIGNATUL	RE / PARTIE 4 - SIG	GNATURE DU C	ONTRACT	EUR	
Name and Title of individual authorized to sign on beh		Signature			Date



Travel Requirement(s) / Exigence(s) de

Work Location(s) / Lieu(x) de travail :

None

National Capital Region / Remote

Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

A Cananal Information / Informations	-£m£walaa				
A. General Information / Informations g		· F1			
Contract Number / Numéro du contrat :	47419-206529 001				
Contractor Name / Nom du Contracteur :	Dalian Enterprise	s and Coradix Te	echnology	Consulting, in	Joint Venture
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT)	Commitment No. N⁰ de l'engagement	Financial Co Code financ	ŭ	Date of Issuance Date d'émission	Response required by Réponse requise d'ici le
2022000671	1000357739	190810040 / 2001 C00049-2		7/7/2021	7/8/2021
B. For Amendments Only / Aux fins de	modification seulem	nent			
Amendment No. / Nº de la modification :	001				
Reason for the Amendment / Raison pour la m The work required was initially intended for a fu date. Now that the contract 1st year option has requirements of the department and handle the This amendment is issued with the following ch 1. Extend contract end date from Aug 7, 2021 t 2. Increase level of effort from (\$37,39 All other terms and conditions remains unchange)	Ill year but at the creations been enacted, we can experience continuation of the projection of the pr	now extend the TA. Ar	mendment 00 ecure Corrido	1 to TA 2022000671	is required to meet the hanged.
C. TA Requirements / Exigences relative	roe à l'AT				
Required Resource(s) / Ressource(s) requise(s)					
Category and Level Catégorie et Niveau		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	•	Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Technology Architect Level 3			E	nglish	Reliability / Fiabilité
Statement of Work (tasks, deliverables, reports	s, etc.) / Énoncé des trav	aux (tâches, livrables,	rapports, etc	.):	
See attached / Voir pièce jointe					
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :	07-Jun-2021	Initi	al End Date /	Date de fin initiale :	07-Aug-2021
Extented End Date (See Reason for the Amend	dment) / Date de fin prol	ongée (voir Raison po	ur la modifica	tion):	07-Aug-2022
☐ Option To Extend Initial End Date / Option	pour prolonger la date d	de fin initiale		'	
Optional End Date(s) / Date(s) de fin	optionnelle(s)			Status / Statut	
			O In	Effect / en vigueur	

PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

Contractor Resource(s) and Estimated Note: once approved, only the following resources may provide services un					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Fixed Cost Rate for the Project	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
Technology Architect Level 3					\$220,215.00
			Estimated	L Cost / Coût estimatif	\$220,215.00
<u> </u>				HST	\$28,627.95
		Total Esti	mated Cost /	Coût total estimatif	\$248,842.95
Check applicable Basis of Pa Cocher la Base de Paiement ap	—	Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	
The client's authorization limit is \$300,000. When the amendments (excluding Applicable Taxes) is in excess be signed by the authorized client and forwarded to the Authority for authorization. Name of Technical Authority / Nom de l'autorité technique YOUNG MEGAN Digitally signed by YOUNG MEGAN Date: 2021.08.05 10:14:51-0	es of this limit, the TA must ne PWGSC Contracting Date	(excluant les taxes app autorisé et transmise à	olicables) dépass à l'autorité contra	e cette limite, l'AT doit ê ctante de TPSGC pour a l'autorité contractante	autorisation
LEGER CN=LEGER1 SERIALNUMI Reason: 1 agr signature in the Location; you	ed by LEGER TEAGAN =gc, OU=ccra-adrc, OU=PERSONNEL, TEAGAN + BER=2021042083426302 ree to the terms defined by the placement is decument in signing location here 8-pc (T2T40 m)		CONTRAC	TEUR	
		<u> </u>			
Name and Title of individual authorized to sign on bet Nom et titre Signature de la personne autorisée à sign l'entrepreneur		Signature			Date



A. General Information / Informations générales

Contract Number / Numéro du contrat :

Public Works and Government Services Canada Travaux publics et Services gouvernementaux Canada

47060-197627/002

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Task Authorization (TA) No.	STOT No.	Financial Coding		Date of Issuance	Response required by Réponse requise
Nº de l'autorisation de tâches (AT) :	№ de l'EDT :	Code financier :		Date d'émission :	d'ici le :
	1000358053	1950 400 40		2021-04-29	2021-05-06
B. For Amendments Only / Aux fins de modificati	on seulement				
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la modification :					
C. TA Requirements / Exigences relatives à l'AT					
Required Resource(s) / Ressource(s) requise(s)					
Category and Leve		Estimated Level of Effort (days) / Niveau d'effort estimatif		Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité
		(jours)			requis
Business Analyst Le	evel 3	11 11 11 11 11 11 11 11 11 11 11 11 11	E	nglish	Secret
Statement of Work (tasks, deliverables, reports, etc.) / Éno	ncé des travaux (tâches livrables rappor	ts etc)			
See attached / Voir pièce jointe	nee dee naraax (deenee, nrabee, rapper	α, στο,			
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :	31-May-2021		Initial End Date	/ Date de fin initiale :	31-May-2022
Extented End Date (See Reason for the Amendment) / Da		J odification):			
☐ Option To Extend Initial End Date / Option pour prolor	ger la date de fin initiale				
Optional End Date(s) / Date(s) de	fin optionnelle(s)		Status / Sta	atut	
			O In Effect / er	n vigueur	
Travel Requirement(s) / Exigence(s) de voyage : Work Location(s) / Lieu(x) de travail :	n/a Vanier Towers, 333 North River	Road	Ontario		
PART 2 (completed by the Contractor and/or the Technical/Project Authority) / P/	,		Omano		
Contractor Resource(s) and Estimated Cost / Res Note: once approved, only the following resources may provide services under this TA. / Nota					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
Business Analyst Level 3				<u> </u>	\$252,000.00
			Estimat	ed Cost / Coût estimatif	\$252,000.00
		Total Estimated Travel and Living Cos	t / Coût total estim	atif de voyage et de vie	\$0.00
				HST @ 13%	\$32,760.00
		To	tal Estimated Cos	t / Coût total estimatif	\$284,760.00
					1 of 1

Check applicable Basis of Payment / Cocher la Base de Paiement applicable :		Maximum Price / Prix Maximum :	Х	Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - AP	PROBATION DE L'A	T PAR LE CANADA			
By signing this TA, the Technical Authority, the representative from the SPMMD of Contracting Authority certify(ies) that the content of this TA is in accordance with the content of the		En apposant sa signature sur l'AT, l'a contractante de TPSGC atteste(nt) d			
The client's authorization limit is \$300,000. When the value of a TA and its amend Taxes) is in excess of this limit, the TA must be signed by the authorized client and Contracting Authority for authorization.		La limite d'autorisation du client est (excluant les taxes applicables) dépa contractante de TPSGC pour autoris	asse cette limite, l'AT doit être		sé et transmise à l'autor
		STLOUIS	Digitally signed	by STLOUIS	
		CATHERINE	CATHERINE Date: 2021.05.28	3 14:34:30 -04'00'	
Name of Technical Authority / Nom de l'autorité technique Date		Name of Contracting Authority / Nom	de l'autorité contractante	_	Date
CARR JEFFREY Digitally signed b	08:07:29 -04'00'				
Signature Date: 2021.04.30	08:07:29 -04'00'	Signature			
	08:07:29 -04'00'	Signature			
Signature Name of the representative from the SPMMD of CBSA / Date	08:07:29 -04'00'	Signature			
Name of the representative from the SPMMD of CBSA / Nom d'un représentant de la DAGBS de l'ASFC Signature		-			
Name of the representative from the SPMMD of CBSA / Date Nom d'un représentant de la DAGBS de l'ASFC		-		Apr	. 30, 2021

A. General Information / Informations générales

Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

47060-197627/002				
Adirondack				
STOT No. № de l'EDT :	Financial Coding Code financier :		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
1000357521		1/74907	2021-03-19	2021-03-26
ation seulement				
n:				
Т				
_				
	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)			Required Level(s) of Security / Niveau(x) de sécurité requis
Level 2		E	nglish	Secret
noncé des travaux (tâches, livrables, rappo	orts, etc.)			
01-Jun-2021	1	Initial End Date	/ Date de fin initiale :	31-May-2022
Date de fin prolongée (voir Raison pour la m	nodification):			-
longer la date de fin initiale				
de fin optionnelle(s)		Status / Sta	atut	
		O In Effect / er	n vigueur	
			-	
n/a	D -	0.1.		
Vanier Towers, 333 North River	Road	Ontario		
PARTIE 2 (complété par le Contracteur et/ou le Responsa	ble technique / Chargé du projet)			
PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
				\$218,400.00
		Estimat	ed Cost / Coût estimatif	\$218,400.00
	Total Estimated Travel and Living Co.	st / Coût total estim	atif de voyage et de vie	\$0.00
	Total Estimated Travel and Living Cos			
	Total Estimated Travel and Living Co		HST @ 13%	\$28,392.00
		otal Estimated Cos	HST @ 13%	\$28,392.00 \$246,792.00
	Adirondack STOT No. N° de l'EDT: 1000357521 ation seulement 1: Level 2 noncé des travaux (tâches, livrables, rappo 01-Jun-2021 Date de fin prolongée (voir Raison pour la natonger la date de fin initiale de fin optionnelle(s) n/a Vanier Towers, 333 North River PARTIE 2 (complété par le Contracteur et/ou le Responsa Ressource(s) du Contracteur et Coût da : une fois approuvée, seules les ressources sulvantes peuvent for PWGSC Security File No. / Nº du	Adirondack STOT No. N° de l'EDT: 190830010/30700/200 1000357521 190830010/30700/200 1000357521 Estimated Level of Effort (days) / Niveau d'effort estimatif (jours) Level 2 101-Jun-2021 Date de fin prolongée (voir Raison pour la modification): longer la date de fin initiale de fin optionnelle(s) 101-Jun-2021 PARTIE 2 (compété par le Contracteur et Coût total estimatif du une fois approuvée, soute le responsable technique / Chargé du projet) Ressource(s) du Contracteur et Coût total estimatif du une fois approuvée, soute le responsable technique / Chargé du projet) Ressource(s) du Contracteur et Coût total estimatif du une fois approuvée, soute le responsable technique / Chargé du projet)	Adirondack STOT No. N° de l'EDT: 190830010/30700/2001/74907 1000357521 190830010/30700/2001/74907 ation seulement 1: Estimated Level of Effort (days) / Niveau d'effort destimatif (jours) Level 2 Enoncé des travaux (tâches, livrables, rapports, etc.) 101-Jun-2021 Initial End Date de fin protongée (voir Raison pour la modification): 101-Jun-2021 Initial End Date de fin optionnelle(s) Status / Str. O in Effect / en In/a Vanier Towers, 333 North River Road Ontario PARTIE 2 compute par le Contracteur et Coût total estimatif de une fou a propose, soule le protonne de services soul la présente AT PWGSC Security File No. / N° du dossier de sécurité TPSGC Linguistic Profile / Profil linguistique Per Diem Rate / Taux journalier	Adirondack STOT No. N° de l'EDT: Code financier: Date of Issuance Date of desiration: Date of Issuance Date d'emission: 190830010/30700/2001/74907 2021-03-19 1000357521 190830010/30700/2001/74907 2021-03-19 Intial Sewel Bestimated Level of Effort (days) / Niveau defort estimatif (jours) Level 2 English Intial End Date / Date de fin initiale Date de fin prolongée (voir Raison pour la modification): India Bed Date / Date de fin initiale: Date de fin initiale Intial End Date / Date de fin initiale Intial End Date

By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.	En apposant sa signature sur l'AT, l'autorité technique, le représentant de la DAGBS de contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions de cette AT est conforme aux	
The client's authorization limit is \$300,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du client est \$300,000. Lorsque la valeur de l'AT et ses modificati (excluant les taxes applicables) dépasse cette limite, l'AT doit être signée par le client au contractante de TPSGC pour autorisation,	
CLLLL Digitally signed by		
SHEIKH ALI		
Name of Technical Authority / Nom de l'autorité tec inic ue Date Date: 2021.03.18	Name of Contracting Authority / Nom de l'autorité contractante	Date
Δ 1 1	STLOUIS Digitally signed by STLOUIS CATHERINE	
12:44:33 -04'00'	CATHERINE Date: 2021.05.28 14:36:39 -04'00'	_
Signature	Signature	
Name of the representative from the SPMMD of CBSA / Date Nom d'un représentant de la DAGBS de l'ASFC	_	
Signature		
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONT	RACTEUR	
		March 18, 2021
Name and Title of individual authorized to sign on behalf of the Contractor /	Signature	Date
Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur		



Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

A. General Information / Informations of	<u>jénérales</u>				
Contract Number / Numéro du contrat :	47419-198132/001/E	L			
Contractor Name / Nom du Contracteur :	TEKSystems Cana	ada Corporatio	n		
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT) :	Commitment No. Nº de l'engagement :	Financial C Code finar	_	Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
2022001346	1000358169	Cost Centre: 19 Funds: 2001 Functional Area		May 7, 2021	11-May-2021
B. For Amendments Only / Aux fins de	modification seulem	nent			
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la m	odification :				
C. TA Requirements / Exigences relative	ves à l'AT				
Required Resource(s) / Ressource(s) requise(s)	5)				
Category and Level Catégorie et Niveau		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistio	c Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis
B.2 Business Architect			English Essential		Reliability
Statement of Work (tasks, deliverables, reports	s, etc.) / Énoncé des trav	/aux (tâches, livrable	es, rapports, et	c.)	
See attached / Voir pièce jointe	X				
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :	10-Jun-2021	In	itial End Date	/ Date de fin initiale :	31-May-2023
Extented End Date (See Reason for the Amen	dment) / Date de fin prol	ongée (voir Raison p	oour la modific	ation):	
Option To Extend Initial End Date / Option p	our prolonger la date de	fin initiale			
Optional End Date(s) / Date(s) de fin	optionnelle(s)		Sta	atus / Statut	
			O In E	ffect / en vigueur	
Travel Requirement(s) / Exigence(s) de voyage	n/a				
Work Location(s) / Lieu(x) de travail :	Canada				

Contractor Resource(s) and Estimated					
Note: once approved, only the following resources may provide services Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
B.2 Business Architect		-			\$564,000.00
			Estimated	Cost / Coût estimatif	\$564,000.00
				Applicable Taxes	\$73,320.00
	Total Estimated Travel ar	nd Living Cost / Coût	total estimat	if de voyage et de vie	\$0.00
		Total Esti	mated Cost	Coût total estimatif	\$637,320.00
Check applicable Basis of Pa Cocher la Base de Paiement a	•	Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	
amendments (excluding Applicable Taxes) is in excess be signed by the authorized client and forwarded to the Authority for authorization. Christiane Frem Name of Technical Authority / Nom de l'autorité de l'a	ne PWGSC Contracting June 7, 2020	autorisé et transmise à Silvana Ma	nsour uthority / Nom o	de l'autorité contractante	June 7, 2021 Date
Teagan Léger Name of the representative from Canada Border Services Agency Nom du représentant de l'Agence des services frontaliers du Canada	June 7, 2021 Date	•			
ITOTILITIES BU CANADA LEGER Dic. Cree, Cope, Collegan-Bush Dic. Cree, Cope, Co	- IRE / PARTIE 4 - SIG	GNATURE DU C	CONTRAC	reur -	
		м.			2021-05-11
Name and Title of individual authorized to sign on be Nom et titre Signature de la personne autorisée à sig		Signature			Date



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical Project Authority) / PARTIE 1 (completed by the Technique / Chargé du projet)

A. General Information / Informations générales	\$				S
Contract Number / Numéro du contrat :	47060-197627/002				
Contractor Name / Nom du Contracteur :	Adirondack				
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT) :	STOT No. Nº de l'EDT ;	Financial Coding Code financier :		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
	1000358136	192040095		2021-05-13	2021-05-24
B. For Amendments Only / Aux fins de modifica	ation seulement				
Amendment No. / Nº de la modification ;					
Reason for the Amendment / Raison pour la modification	1;				
C. TA Requirements / Exigences relatives à l'Al					
Required Resource(s) / Ressource(s) requise(s)					
Category and Le Catégorie et Nive		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)		Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Buisness Architect	Level 3		E	inglish	Secret
Statement of Work (tasks, deliverables, reports, etc.) / Ér	noncé des travaux (tâches, livrables, rappo	rts, etc.)			
occ attached 7 von piece jointe					
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :	. 14-Jun-2021		Initial End Date	/ Date de fin initiale :	14-Jun-2022
Extented End Date (See Reason for the Amendment) / D	, - ,	nodification):			
Option To Extend Initial End Date / Option pour prole		T			
Optional End Date(s) / Date(s) d	le fin optionnelle(s)		Status / Sta	atut	
			O In Effect / er	vigueur	
Travel Requirement(s) / Exigence(s) de voyage :	n/a				
Work Location(s) / Lieu(x) de travail :	Vanier Towers, 333 North River	Road	Ontario		
PART 2 (completed by the Contractor and/or the Technical/Project Authority) / F	PARTIE 2 (complété par le Contracteur déou le Responsa	ole technique / Chargé du projet)			
Contractor Resource(s) and Estimated Cost / Re Note: once approved, only the following resources may provide services under this TA / Note	essource(s) du Contracteur et Coût la : une fols approuvée, seules les ressources suivantes peuvent fou	total estimatif mir des services sous la présente AT			
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / № du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
Business Architect Level 3	3				\$276,000.00
			Estimat	ed Cost / Coût estimatif	\$276,000.00
		Total Estimated Travel and Living Cos	st / Coût total estim	atif de voyage et de vie	\$0.00
				HST @ 13%	\$35,880.00
		To	tal Estimated Cos	t / Coût total estimatif	\$311,880.00
Check applicable Basis of Cocher la Base de Palemer		Maximum Price / Prix Maximum :	Х	Firm Price / Prix Ferme :	

PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.	En apposant sa signature sur l'AT, l'autorité technique, le représentant de la DAGB contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux co	
The client's authorization limit is \$300.000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du client est \$300,000. Lorsque la valeur de l'AT et ses mod (excluant les taxes applicables) dépasse cette limite, l'AT doit être signée par le clie contractante de TPSGC pour autorisation,	
Jeff Carr		
Name of Technical Authority / Nom de l'autorité technique Date	Name of Contracting Authority / Nom de l'autorité contractante	Date
CARR JEFFREY Digitally signed by CARR JEFFREY Date: 2021.05.13 14:21:15 -04'00'		
Signature	Signature	
Digitally signed by LOXTON ASHLEY DN: C=ca, O=gc, OU=cora-adrc, OU=PERSONNEL, CN=LOXTON	•	
LOXTON ASHLE Y SERIAL NABER-201822123713384 Respectively. The Province High Country High Countr		
Name of the representative from the SPMMD of CBSA / Date Nom d'un représentant de la DAGBS de l'ASFC	-	
·		
Signature		
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONT	RACTEUR	
		May 12th 2021
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur	Signature	May 13th, 2021



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

A. General Information / Informations	<u>générales</u>				
Contract Number / Numéro du contrat :	47419-198132/001/EL				
Contractor Name / Nom du Contracteur :	TEKSYSTEMS CANAL	DA CORP.			
Task Authorization (TA) No. N° de l'autorisation de tâches (AT) :	Commitment No. Nº de l'engagement :	Financial C Code finan	-	Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
2022002378	1000360193	CC: 19103 Fund: 20 Functional Are	01,	2021-05-13	2021-05-20
B. For Amendments Only / Aux fins de	modification seulement				
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la m	nodification :				
C. TA Requirements / Exigences relative	ves à l'AT				
Required Resource(s) / Ressource(s) requise(s)				
Category and Lev Catégorie et Nivea		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	-	c Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis
I.10 Technical Arc	hitect		E	English	Secret/Secret
I.10 Technical Architect English Secret/S				Secret/Secret	
Statement of Work (tasks, deliverable	es, reports, etc.) / Énonce	é des travaux (tâ	ches, livrab	oles, rapports, etc	C.)
See attached / Voir pièce jointe					
See attached / Voir pièce joint					
Period of Services / Période de service: Initial Start Date / Date de début initiale :	21-Jun-2021	Ini	tial End Date	/ Date de fin initiale :	01-Mar-2022
Extented End Date (See Reason for the Amen		J			01-11141-2022
Option To Extend Initial End Date / Option p	,				
Optional End Date(s) / Date(s) de				Status / Statut	
			O 11	n Effect / en vigueur	
					1 of 2

PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complete par le Contracteur et/ou le Responsable technique / Chargé du projet) Contractor Resource(s) and Estimated Cost / Ressource(s) du Contracteur et Coût total estimatif Name / Nom Category and Level / Catégorie et Niveau PWGSC Security File No. / N° du dossier de sécurité TPSGC Linguistic Profile / Profil linguistique Taux / Niveau d'effort estimatif (jours) S25- 1.10 Technical Architect Estimated Cost / Coût estimatif Applicable Taxes \$666 Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie	In the process of the voyage of the voyage of the process of the p			т				
Work Location(s) / Lieu(x) de travail : NCR - Work remotely off site PART 2 (compléted by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Charqé du projet) Contractor Resource(s) and Estimated Cost / Ressource(s) du Contracteur et Coût total estimatif Name / Nom Category and Level / Catégorie et Niveau PWGSC Security File No. / N° du dossier de sécurité TPSGC I. 10 Technical Architect I. 10 Technical Architect Estimated Cost / Coût estimatif \$256 \$256 Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie Total Estimated Cost / Coût total estimatif Check applicable Basis of Payment / Maximum Price / Firm Price /	NCR - Work remotely off site				0 1	n Effect / en vigueur		
PART 2 (completed by the Contractor and/or the Technical/Project Authonity) / PARTIE 2 (complete par le Contracteur et/ou le Responsable technique / Chargé du projet) Contractor Resource(s) and Estimated Cost / Ressource(s) du Contracteur et Coût total estimatif Name / Nom Category and Level / Catégorie et Niveau I.10 Technical Architect I.10 Technical Architect Estimated Level of Effort (days) / Niveau d'effort estimatif (jours) Frofil linguistique Estimated Cost / Coût total estimatif (jours) \$254 Security File No. / Profil linguistique Per Diem Rate / Profil linguistique Security File No. / Niveau d'effort estimatif (jours) Security File No. / Profil linguistique Per Diem Rate / Profil linguistique Security File No. / Niveau d'effort estimatif (jours) Security File No. / Profil linguistique Per Diem Rate / Profil linguistique Security File No. / Security File No. / Profil linguistique Per Diem Rate / Taux Security File No. / Niveau d'effort estimatif (jours) Security File No. / Profil linguistique Per Diem Rate / Profil linguistique Per Diem Rate / Taux Security File No. / Niveau d'effort estimatif (jours) Security File No. / Profil linguistique Per Diem Rate / Profile Inquistique Per Diem Rate / Profile Inquistiqu	Source(s) and Estimated Cost / Ressource(s) du Contracteur et Coût total estimatif Name / Nom Level / Catégorie et Niveau PWGSC Security File No. / N° du dossier de sécurité TPSGC Cherical Architect Chnical Architect Chnical Architect Choical Architect Check applicable Basis of Payment / Cocher la Base de Paiement applicable : Maximum Price / Prix Price /							
Name / Nom Category and Level / Catégorie et Niveau I.10 Technical Architect I.10 Technical Architect Estimated Cost / Coût estimatif Applicable Taxes Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie Total Estimated Cost / Coût total estimatif Total Estimated Cost / Coût total estimatif Solve Total Estimated Cost / Coût total estimatif	Source(s) and Estimated Cost / Ressource(s) du Contracteur et Coût total estimatif Name / Nom	Work Location(s) / Lieu(x) de travail :	NCR - Work remo	tely off site				
Name / Nom Category and Level / Catégorie et Niveau I.10 Technical Architect II.10 Technical Architect I	Name / Nom _ Nom _ Nom _ Nom _ Now du dossier de sécurité Profil Iniguistic Profile / Profil Iniguistic Profile / Profil Rate / Taux journalier Stimated Level of Effort (days) / Niveau d'effort stimatif (jours)							
Name / Nom Category and Level / Catégorie et Niveau PWGSC Security File No. / Profil linguistique Profile / Taux journalier Stimatif (jours) I.10 Technical Architect I.10 Technical Architect Estimated Cost / Coût estimatif \$254 Applicable Taxes \$666 Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie \$574 Check applicable Basis of Payment / Maximum Price / Firm Pric	Name / Nom _ evel / Catégorie et Niveau	Contractor Resource(s) and Estimated		Contracteur et Cor				
I.10 Technical Architect S254 S254 Estimated Cost / Coût estimatif \$509 Applicable Taxes \$66 Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie \$579 Check applicable Basis of Payment / Maximum Price / Firm P	chnical Architect S254,700.00 S254,700.00 S254,700.00 Applicable Taxes \$66,222.00 Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie \$0.00 Total Estimated Cost / Coût total estimatif \$575,622.00 Check applicable Basis of Payment / Cocher la Base de Paiement applicable : Maximum Price / Prix Maximum : X Firm Price / Prix Ferme :		Nº du dossier de sécurité		Rate / Taux	Effort (days) / Niveau d'effort	Total Estimated	
Estimated Cost / Coût estimatif \$509 Applicable Taxes \$669 Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie \$579 Total Estimated Cost / Coût total estimatif \$579 Check applicable Basis of Payment / Maximum Price / Firm Price /	Estimated Cost / Coût estimatif \$509,400.00 Applicable Taxes \$66,222.00 Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie \$0.00 Total Estimated Cost / Coût total estimatif \$575,622.00 Check applicable Basis of Payment / Maximum Price / Prix Maximum: X Firm Price / Prix Ferme: APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA The authorized client authority and/or the PWGSC Contracting that the content of this TA is in accordance with the conditions of atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat. La limite d'autorisation du client est 300,000 \$. Lorsque la valeur de l'AT et ses modifications et transmise à l'autorité contractante de TPSGC pour autorisation Tristiane Frem June 17, 2021 Silvana Mansour June 17, 2021	I.10 Technical Architect		I			\$254,700	.00
Applicable Taxes \$66 Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie \$ Total Estimated Cost / Coût total estimatif \$575 Check applicable Basis of Payment / Maximum Price / Firm Price /	Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie **Total Estimated Cost / Coût total estimatif** **T	I.10 Technical Architect			• 100		\$254,700	.00
Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie Total Estimated Cost / Coût total estimatif \$575 Check applicable Basis of Payment / Maximum Price / Firm Price /	Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie \$0.00 Total Estimated Cost / Coût total estimatif \$575,622.00 Check applicable Basis of Payment / Maximum Price / Prix Maximum : X Firm Price / Prix Ferme : APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA En authorized client authority and/or the PWGSC Contracting that the content of this TA is in accordance with the conditions of atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat. La limite d'autorisation du client est 300,000 %. Lorsque la valeur de l'AT et ses modifications (excluant les taxes applicables) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation Tristiane Frem June 17, 2021 Silvana Mansour June 17, 2021				Estimated	Cost / Coût estimatif	\$509,400	.00
Total Estimated Cost / Coût total estimatif \$579 Check applicable Basis of Payment / Maximum Price / Firm Price /	Total Estimated Cost / Coût total estimatif \$575,622.00 Check applicable Basis of Payment / Cocher la Base de Paiement applicable: APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA The authorized client authority and/or the PWGSC Contracting that the content of this TA is in accordance with the conditions of atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat. La limite d'autorisation du client est 300,000 \$. Lorsque la valeur de l'AT et ses modifications (excluant les taxes applicables) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation Tristiane Frem June 17, 2021 Silvana Mansour June 17, 2021					Applicable Taxes	\$66,222.	00
Check applicable Basis of Payment / Maximum Price / Firm Price /	Check applicable Basis of Payment / Cocher la Base de Paiement applicable : Prix Maximum Price / Prix Maximum : X Firm Price / Prix Ferme : Prix Fer		Total Estimated Travel a	nd Living Cost / Coût	total estimati	f de voyage et de vie	\$0.00	
	APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA The authorized client authority and/or the PWGSC Contracting that the content of this TA is in accordance with the conditions of ation limit is \$300,000 When the value of a TA and its amendments e Taxes) is in excess of this limit, the TA must be signed by the drowarded to the PWGSC Contracting Authority for authorization. Tristiane Frem June 17, 2021 Prix Maximum: X Prix Ferme: APPROBATION DE L'AT PAR LE CANADA En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat. La limite d'autorisation du client est 300,000 \$. Lorsque la valeur de l'AT et ses modifications (excluant les taxes applicables) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation Tristiane Frem June 17, 2021 Silvana Mansour June 17, 2021			Total Estir	mated Cost /	Coût total estimatif	\$575,622	.00
Cocner la Base de Palement applicable : Prix Maximum : Maximum : Prix Perme . L	APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA The authorized client authority and/or the PWGSC Contracting that the content of this TA is in accordance with the conditions of atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat. La limite d'autorisation du client est 300,000 \$. Lorsque la valeur de l'AT et ses modifications (excluant les taxes applicables) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation Tristiane Frem June 17, 2021 Silvana Mansour June 17, 2021				X			
By signing this TA, the authorized client authority and/or the PWGSC Contracting En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractar	ation limit is \$300,000. When the value of a TA and its amendments e Taxes) is in excess of this limit, the TA must be signed by the drowarded to the PWGSC Contracting Authority for authorization. Tristiane Frem June 17, 2021 (excluant les taxes applicables) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation Silvana Mansour June 17, 2021	By signing this TA, the authorized client authority and/ Authority certify(ies) that the content of this TA is in ac	or the PWGSC Contracting	En apposant sa signatu	ure sur l'AT, le cl	lient autorisé et/ou l'autori		PSGC
La limite d'autorisation du client est 300,000 \$. Lorsque la valeur de l'AT et se The client's authorization limit is \$300,000. When the value of a TA and its amendments (excluant les taxes applicables) dépasse cette limite, l'AT doit être signée par	Julie 17, 2021	The client's authorization limit is \$300,000. When the (excluding Applicable Taxes) is in excess of this limit,	the TA must be signed by the	(excluant les taxes appli	licables) dépass	se cette limite, l'AT doit êt	tre signée par le clien	
Christiane Frem June 17, 2021 Silvana Mansour June 17,		Christiane Frem	June 17, 2021	Silvana Mar	ısour	•	June 17, 2021	l
		Name of Technical Authority / Nom de l'autorité techni		Name of Contracting Au	uthority / Nom d	e l'autorité contractante	Date	
	tiano, From Mansour, Silvana S	Christians Frem		Mansour, Sil	vana Silvan	na	10'	
	Date: 2021.06.1/ 16:36:23 -04'00'	Signature	•	Signature				
Chairtigua Fagus Mansour, Silvana Silvana	Date: 2021.06.1/ 16:36:23 -04:00"	Signature	•	Signature				
Christians Frem Mansour, Silvana Silvana Date: 2021.06.17 16:36:23-04'00'		PART 4 - CONTRACTOR SIGNATU	RE / PARTIE 4 - SIGNA	TURE DU CONT	RACTEUF	ł		
Christians Frem Mansour, Silvana Silvana Date: 2021.06.17 16:36:23 -04'00'	Signature							
Christiane Frem Signature Mansour, Silvana Silvana Silvana Date: 2021.06.17 16:36:23 -04'00' Signature	Signature			-	_		2021-05-20	

Signature

Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur

Date

Contract: 47419-198132/001/EL

Agence des services frontaliers du Canada

Statement of Work

Contract Number	Task Authorization Number
47419-198132/001/EL	2022002378

Category / Level

NUMBER OF RESOURCES	RESOURCE CATEGORY	LEVEL OF EXPERTISE
2	1.10 Technical Architect (Cloud Security)	Level 3

Objectives (High-level description of expected outcome)

As part of the Canada Border Services Agency (CBSA) - Application Modernization project, the IT professional services resources will be to facilitate the CBSA's migration to the cloud by providing security a dvice and guidance on the implementation of our Protected B, Medium Integrity, Medium Availability (PBMM) tenants on the AWS and Azure Canadian Clouds. In addition, these resources will assist the CBSA's migration of a pplications to these cloud tenant through the Application Modernization project. The purpose of this requirement is to seek IT Professional services to work on the Application Modernization Project to perform IT Security related tasks for the (AWS and Azure) platforms and for a pplications on boarding to these cloud tenants.

Scope of Work (An overview of the work that needs to be done)

The resources listed will provide IT Professional Services on the CBSA AWS and Azure Cloud, as part of the Application Modernization project.

The Contractor must complete the deliverables outlined in this statement of work through IM/IT professional services with the following resource category:

NUMBER OF RESOURCES	RESOURCE CATEGORY	LEVEL OF EXPERTISE
2	1.10 Technical Architect (CloudSecurity)	Level 3

Tasks

1.10 Technical Architect (Cloud Security)

Tasks will include, but not be limited to the following:

- Attend meetings
- Evaluate hardware and software relative to their a bility to support specified requirements;
- Review computer software systems, security controls and data requirements;
- Conducts ecurity architecture and design reviews and provide advice;
- Participate in security code reviews and penetration testing;
- Prepare Threat & Risk Assessments and other certifications and/or assessments as required; and,
- Prepare and review other security documentation as required.

Contract: 47419-198132/001/EL



Agence des services frontaliers du Canada

- Tailor the ITSG-33¹ controls set to the specific scope of assessment in order to provide security requirements.
- Provide a dvise and guidance on the implementation of security controls.
- Review technical documents such as Architecture and Design Specifications (ADS), Concept of Operations (CONOPS) to provide comments/feedback.
- Perform Security Assessments and Security Reviews.

Deliverables (List of expected deliverables to be produced or provided) The Contractor will provide the following Deliverables:	Due Date TBD by Technical Authority as needed
1.10 Technical Architect (Cloud Security)	
Technical Architectural & ISSIP IT Security Risk Managemen	t artifacts
$\label{thm:conducted} \textbf{Trend and Technology Assessments} conducted (including R\&D reports) to support systems ecurity design trade studies.$	On a monthly basis, as required
Technical Vulnerability Assessment (VA) Reports with respect to vulnerability assessments planned and conducted against the CBSA applications on boarding the (AWS and Azure) platforms.	On a monthly basis, as required
Technical Architect ural Document (TAD) Recommendations completed with respect to relevant aspects of the IT Security architectures and technologies including risk identification.	On a monthly basis, as required
Security Assessment Reports (Preliminary/Critical) The Preliminary and Critical version of this report are meant to provide early reporting on significant security gaps in a release's architecture and design specifications, to help with the prioritization of design decisions for implementing additional safeguards in the design, in response to the recommendations.	On a monthly basis, as required
Security Assessment Reports (Final) The Final Security Assessment Report validates the previous versions of the SAR and provides a formal security risk rating for the ISTB Service that is impacted by any security gaps that remain present at the time a Service Rel ease is tabled for the Operational Readiness Review (ORR), prior to the General Approval (GA).	On a monthly basis, as required
	T
Reporting Requirements The Contractor will provide the weekly reports, as identified above to the Technical Authority. Invoices for maximum priced work must be submitted in accordance with the terms and conditions outlined in this contract.	The Deliverables as well as the Project weekly progress reports and any other reports agreed upon are to be confirmed with the Technical Authority prior to invoice submissions

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¹ IT Security Risk Management: A Lifecycle Approach (ITSG-33): https://www.cyber.gc.ca/en/guidance/it-security-risk-management-lifecycle-approach-itsg-33

A. General Information / Informations générales

Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Contract Number / Numéro du contrat :	47419-198132/001/EL							
Contractor Name / Nom du Contracteur :	TEKSYSTEMS CANADA CORP.							
Task Authorization (TA) No. № de l'autorisation de tâches (AT) :	Commitment No. Nº de l'engagement :	Financial Code finan	•	Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :			
2022002378	1000360193	CC: 19083 Fund: 20 Functional Are	01,	2021-07-13	2021-07-13			
B. For Amendments Only / Aux fins d	e modification seulement							
Amendment No. / Nº de la modification :	1							
Reason for the Amendment / Raison pour la	a modification :			d to replace Andriy S re the changes for a	Savinov who is no longer mendment 001:			
Reduce level Add replacement resource	of effort from with lev	(\$254,700) to (vel of effort of	0.00 days ((\$0.00). (\$254,700)				
This is an administrative change unchanged.	with no change in TA va	lue. The SOW ar	nd all othe	r terms and cor	nditions remain			
C. TA Requirements / Exigences related								
Required Resource(s) / Ressource(s) requis	se(s)				1			
Category and Lo Catégorie et Niv		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	•	c Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis			
I.10 Technical Architect			E	English	Secret/Secret			
I.10 Technical Architect			English		Secret/Secret			
Statement of Work (tasks, deliverate See attached / Voir pièce jointe	oles, reports, etc.) / Énonce	é des travaux (tâd	ches, livrab	les, rapports, etc	;.)			
See attached / Voir pièce joint								
Period of Services / Période de service:								
Initial Start Date / Date de début initiale :	21-Jun-2021	Init	tial End Date	/ Date de fin initiale :	01-Mar-2022			
Extented End Date (See Reason for the Am		י e (voir Raison pour la	a modification):				
☐ Option To Extend Initial End Date / Option	tion pour prolonger la date de fir	initiale						
Optional End Date(s) / Date(s) de fin optionnelle(s) Status / Statut								

n/a			Effect / en vigueur	
NCR - Work remo	tely off site			
uthority) / PARTIE 2 (complete				
PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
				\$254,700.0
				\$254,700.0
		Estimated	Cost / Coût estimatif	\$509,400.0
			Applicable Taxes	\$66,222.0
Total Estimated Travel ar	d Living Cost / Coût	total estimatif	de voyage et de vie	\$0.0
	Total Estir	nated Cost /	Coût total estimatif	\$575,622.0
	Maximum Price /	Х	Firm Price /	
r the PWGSC Contracting ordance with the conditions of	atteste(nt) que le conte	ure sur l'AT, le c nu de cette AT	lient autorisé et/ou l'auto est conforme aux conditi	rité contractante de TPSGC ons du contrat. ir de l'AT et ses modification:
r the PWGSC Contracting ordance with the conditions of Date	En apposant sa signate atteste(nt) que le conte	ure sur l'AT, le c nu de cette AT du client est 304	lient autorisé et/ou l'auto est conforme aux conditi 0 000 \$. Lorsque la valeu	ons du contrat.
r the PWGSC Contracting ordance with the conditions of	En apposant sa signate atteste(nt) que le conte La limite d'autorisation Name of Contracting A contractante	ure sur l'AT, le c nu de cette AT du client est 30a uthority / Nom c	lient autorisé et/ou l'auto est conforme aux conditi 0 000 \$. Lorsque la valeu	ons du contrat. Ir de l'AT et ses modification Date
	er this TA / Nota: une fois approuvée, seules PWGSC Security File No. / N° du dossier de sécurité TPSGC	PWGSC Security File No. / Notal translation of the security of	PWGSC Security File No. / N° du dossier de sécurité TPSGC Total Estimated Travel and Living Cost / Coût total estimatif Total Estimated Cost / Gayment / Maximum Price / Y Maximum Price / Y Per Diem Rate / Profil linguistique Fer Diem Rate / Taux journalier Total Estimated Cost / Gayment / Maximum Price / Y	PWGSC Security File No. / No du dossier de sécurité TPSGC Linguistic Profile / Profil linguistique Rate / Taux Niveau d'effort estimatif (jours) Estimated Cost / Coût estimatif Applicable Taxes Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie Total Estimated Cost / Coût total estimatif Maximum Price / Firm Price /

Signature

Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur 2021-07-13

Date



A. General Information / Informations générales

Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Contract Number / Numéro du contrat :	47419-198132/001/EL							
Contractor Name / Nom du Contracteur :	TEKSYSTEMS CANADA CORP.							
Task Authorization (TA) No. N° de l'autorisation de tâches (AT) :	Commitment No. Nº de l'engagement :	J		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :			
2022002563	1000358446	CC: 190830020, Fund: 2001, Functional Area: 30700		2021-05-10	2021-05-17			
B. For Amendments Only / Aux fins de	modification seulement							
Amendment No. / Nº de la modification :								
Reason for the Amendment / Raison pour la r	nodification :							
·								
C. TA Requirements / Exigences relati	ves à l'AT							
Required Resource(s) / Ressource(s) requise								
Category and Lev	Category and Level Catégorie et Niveau			Required Level(s) of Security / Niveau(x) de sécurité requis				
Business Architect - Level 3		English Reliability / Fia						
Statement of Work (tasks, deliverable	es, reports, etc.) / Énonc	é des travaux (tâ	ches, livrab	oles, rapports, etc	D.)			
See attached / Voir pièce jointe								
See attached / Von piece jointe								
See attached / Voir pièce joint								
Period of Services / Période de service: Initial Start Date / Date de début initiale :	21-Jun-2021] Ini	tial End Date	/ Date de fin initiale :	20-Jun-2022			
Extented End Date (See Reason for the Amer		J e (voir Raison pour la	modification)):	20041112022			
☐ Option To Extend Initial End Date / Option	n pour prolonger la date de fin	initiale						
Optional End Date(s) / Date(s) de				Status / Statut				
			0 1	n Effect / en vigueur				
			0 1	n Effect / en vigueur				
Travel Requirement(s) / Exigence(s) de voyage n/a								

Work Location(s) / Lieu(x) de travail :	NCR - Work remo	tely off site			
PART 2 (completed by the Contractor and/or the Technical/Project	t Authority) / PARTIE 2 (complété	par le Contracteur et/ou le Respo	nsable technique / Ch	narqé du projet)	
Contractor Resource(s) and Estimated	Cost / Ressource(s) du (Contracteur et Co	ût total esti	matif	
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
B.2 Business Architect - Level 3					\$282,000.00
	<u> </u>		Estimated	Cost / Coût estimatif	\$282,000.00
				Applicable Taxes	\$36,660.00
	Total Estimated Travel a	nd Living Cost / Coût	total estimati	f de voyage et de vie	\$0.00
		Total Estir	nated Cost /	Coût total estimatif	\$318,660.00
Check applicable Basis of Cocher la Base de Paiement		Maximum Price / Prix Maximum :	Х	Firm Price / Prix Ferme :	
Authority certify(ies) that the content of this TA is in ac the Contract. The client's authorization limit is \$300,000. When the (excluding Applicable Taxes) is in excess of this limit, authorized client and forwarded to the PWGSC Contra	value of a TA and its amendments the TA must be signed by the	La limite d'autorisation descluant les taxes appl	du client est 300 icables) dépass	· ·	de l'AT et ses modifications re signée par le client autorisé
Christiane Frem	June 17, 21			_	
Name of Technical Authority / Nom de l'autorité techni Christians Frem	Date	Name of Contracting A	uthority / Nom d	le l'autorité contractante	Oate Carte
Signature		Signature			
Name of the representative from Canada Border Services Agency - Procurement Nom du représentant de l'Agence des services frontaliers du Canada	Date	-			
Signature	-				
PART 4 - CONTRACTOR SIGNATUR	RE / PARTIE 4 - SIGNA	TURE DU CONT	RACTEUR	X	
		-			2021-06-08
Name and Title of individual authorized to sign on beh Nom et titre Signature de la personne autorisée à sigr		Signature			Date

TASK AUTHORIZATION (TA) FORM						
Contractor:	GCstrategies	Contract Number:	47419- 202719/001/EL			
Commitment: #	1000359069	Financial Coding:	CC 190840000, Fund 2001, FA 30700			
Task Number (Amendment):	2022003038	Issue Date: May 31, 2021	Response Require By: June 2, 2021			

Statement of Work (Work Activities, Certifications and Deliverables):

The Canada Border Services Agency (CBSA) requires a variety of Information Management (IM)/Information Technology (IT) professional resource services to support changes to the operational environment to better respond to the needs of the public, public safety and employee safety within the current Covid-19 era - our new norm.

The focus area of this TA will be to operationalize an Optical Character Recognition (OCR) Proof of Concept (POC) and move it in to production. This OCR-based solution can be relied upon to inspect images of vaccination certificates and provide the factors of confidence as indicated by CBSA. This component integrating with the ArriveCan backend flow and publishing the results of the OCR-based analysis to internal and external systems to fuel analysis and inform decision makers.

Integrating this into the ArriveCan solution asynchronously (i.e. without showing the results to users) is a straightforward place to start operationalization. ArriveCan already asks users to upload vaccine certificates, so it is possible to inject code into the backend system without any changes to the mobile or web applications. From the backend perspective, the need to have the function called once the image is stored in S3. There is also the need to setup a location for results to be stored and write the component to store the results. This storage location could be a new set of tables in the ArriveCan database, or it could be standalone.

This will involve work in the following technical areas; native mobile applications A mazon Web Services (AWS) cloud services, Data analytics, Application Programming Interface (API) development, OCR, credentials, electronic data manifest ingestion,

The Border Technology Innovation Directorate (BTID) has a requirement for

- two (2) Data Engineers
- one (1) Data Architect
- one (1) Cloud Architect
- one (1) Business Analyst

Tasks

The Contractor(s) must provide support for IM/IT professional services on an as and when required basis. Each validly issued Task Authorization will outline the type of resource(s), the Work and tasks to be completed and the location of the Work, whether in the National Capital Area or remotely.

Tasks include, but not be limited to the following:

TASK AUTHORIZATION

(TA) FORM

- Design and create the results database and build the component to write test results to the database
- Add a results storage component and related infrastructure to store test results for analysis
 and for sharing with Public Health Agency of Canada (PHAC)
- Work with cloud team on provisioning infrastructure and integrating the solution into ArriveCAN's architecture and integration pipelines. Assist, as required, with the integration into the ArriveCAN back end and with integrating POC functions into ArriveCAN APIs
- Advise on integrating test results with pre-existing PHAC delivery mechanisms, and develop a method to send results to PHAC
- Examine all vaccine receipt samples that have been provided and determine the best path for accommodating them with a focus on maximizing accuracy
- Perform regular analysis of new incoming receipts gathered from ArriveCAN and propose and implement modifications to the factors of confidence logic, as well as other possible areas of improvement
- Continue investigating Quick Response (QR) Codes, including those issued by provincial governments and third party apps / solutions / providers, in anticipation of those types of vaccine certificates becoming more mainstream and possibly being included in ArriveCan as valid proof of vaccination options
- Ongoing proof of concept / solution code refinement and optimization
- 2.5 months of results review, analysis and adjustments when exposed to more certificate samples
- Continued usage and assessment of AWS Textract OCR technology, and potential exploration
 of similar OCR technologies including those offered through Azure services
- Assisting in the deployment and integration of the OCR solution into ArriveCAN
- Analysis of system performance and related imagery to create new technical requirements
- Continuous improvement of the OCR implementation based on analysis to maximize our performance
- Adding support for QR Code based vaccination certificates from provincial providers
- Research and analysis into the wide variety of vaccine certificate solutions potentially being adopted both internationally and here in Canada
- Designing and developing approaches to handle a wider variety of international vaccine certificates
- Adding support for other QR Code based vaccination certifications from a variety of providers
- Participation in design sessions as required
- Interfacing with implementation team to plan and guide new changes to support overall system performance
- Assisting in the completion of required documentation associated with leveraging machine learning to inform decision making
- Providing written and verbal status updates on the implementation and overall performance of the system
- Creating communication materials and providing demonstrations of the tool and its performance
- Providing advisory and consultation services for integration and leveraging this tool for other use cases
- Evaluating and implementing other OCR providers to maximize language coverage and overall functionality
- Implementing data storage and extraction routines to facilitate the distribution of test results to both internal and external consumers

TASK AUTHORIZATION (TA) FORM

- Assisting in the design of system improvements to facilitate the forensic auditing of submitted images
- Supporting the rollout of the solution to Ports of Entry (POE) across all modes
- Researching and planning the addition of template-based fraud detection as part of the overall system
- Research and analysis into provincial vaccine receipt templates
- Proofs of concept related to image analysis using the templates as a baseline to identify possibilities for fraud detection
- Work with Forensic Document Examination experts to explore possible avenues for additional Artificial Intelligence (AI) based authenticity checks on vaccine receipts

2. Period	of Service:	From (Date)	June 25, 2021	To (Date)	June 28, 2022					
3. Work L	ocation:	National Capi	National Capital Area or remotely							
4. Travel	Requirements:	N/A								
5. Langua Requir		English								
***************************************	ions/Constraints:									
Cleara	of Security nce required for ntractor inel:	Reliability								
8. Contra	ctor's Response:									
Categor Propos	y and Name of ed Resource	PWGSC Security File Number	Per Diem Rate	Estimated a Days	of Total Cost					
Data Engine	eer				\$217,500.00					
Data Archite	ect				\$217,500.00					
Data Engine	eer		L	4	\$217,500.00					

TASK AUTHORIZATION						
(TA) F	ORM					
Cloud Architect		\$217,500.00				
Business Analyst		\$126,000.00				
	Estimated Cost	\$996,000.00				
	Applicable Taxes	\$129,480.00				
	Total Labour Cost	\$1,125,480.00				
	Total Travel & Living Cost	N/A				
Firm	\$1,125,480.00					
Contractor's Signature						
Name, Title and Signature of Individual Authorized to sign on behalf of the Contractor (type or print)	Signature:					
	Signature.					
	Date: June 24, 6	202,				
Approval – Signing Authority						

TASK AUTHORIZATION						
(TA) FC	DRM					
Signatures (Client) Name, Title and Signature of Individual Authorized to sign:	Signatures (PWGSC)					
Technical Authority: Christians Frem	Contracting Authority 1:					
Date: June 24, 2021	Durigan, Digitally signed by: Durigan, Angela M DN: CN = Durigan, Angela M C = CA O = GC OU = PWGSC-TPSGC Date: 2021.06.28 10:08:					
CBSA Procurement: LEGER Digitally signed by LEGER TEAGAN DN: Crea. On-pr. Old-cora-adrc. OU-PERSONNEL, CREACH CORP. OLd-cora-adrc. OU-PERSONNEL, CREACH CO	40 -04'00'					
Date:						
June 24, 2021						
¹ Signature required for TA valued at \$300,000,00 or	more Applicable Taxes included					

You are requested to sell to her Majesty the Queen in Right of Canada, in accordance with the terms and conditions set out herein, referred to herein, or attached hereto, the services listed herein and in any attached sheets at the price set out thereof.

3.0 BACKGROUND

Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet) A. General Information / Informations générales Contract Number / Numéro du contrat : 47419-226879-002 (47419B6879) Contractor Name / Nom du Contracteur : ADGA Group Consultants INC Task Authorization (TA) No. / No. Commitment No. / No de Financial Coding / Code Date of Issuance / Date Response required by / de l'autorisation de tâches (AT) : l'engagement: financier: d'émission: Réponse requise par : 2022003234 1000358426 1911-000-00 2001 30700 B. For Amendments Only / Aux fins de modification seulement Amendment No. / No de la modification : 1 Reason for the Amendment / Raison pour la modification : Adding replacement resource. Replacing Robert Wasitis with Bothra Abhishek. C. TA Requirements / Exigences relatives à l'AT Required Resource(s) / Ressource(s) requise(s) Estimated Level of Linguistic Profile / Profile | Required Level(s) of Security / Effort (days) / Niveau Level / Niveau Category / Catégorie d'effort estimatif linguistique Niveau(x) de sécurité requis (jours) + **Project Manager** 3 English / Anglais Secret Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.) 1.0 TITLE Project Manager Level 3 – for Projects and Service Management Directorate (PSMD). 2.0 OBJECTIVE The Canada Border Services Agency (CBSA) requires a variety of Information Management (IM)/Information Technology (IT) professional services resources with knowledge and experience supporting and assisting with Government of Canada business application, infrastructure and systems projects. The purpose of these services is to augment capacity in the planning and execution of departmental IM/IT initiatives managed by the Information, Science and Technology Branch and the Traveller's Branch supporting the Traveller's Program, on an as and when required basis. IM/IT expertise and support services are required to provide expert level advice and thought leadership in specific technologies, processes, applications, and integrated programs interdepartmentally and with other stakeholders accountable for IM/IT initiatives. This includes, but is not limited to, implementation suggestions, identification of road maps for way forward, expertise/guidance on evolving technologies/mandates and risk initiatives, and IM/IT professional services on critical business application, infrastructure and systems on an as and when required basis. This will ensure a third party independent view required to provide feedback, monitoring and expertise/recommendations to ensure the technology component of projects progresses as required. PSMD has a requirement for a senior level Project Manager to perform project administration and coordination duties for Travellers projects.

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

The Canada Border Services Agency (CBSA) is responsible for providing integrated border services that support national security and public safety priorities and facilitate the free flow of persons and goods, including animals and plants that meet all requirements under its legislation. Under this mandate, the CBSA enables effective and efficient border management through the design, development, implementation, delivery and operation of innovative solutions, science and technology for the major issues facing border management today and in the future.

The CBSA provides effective management of Canada's border through the strategic development, application and oversight of Information Technology and Information Management services. Integrated IT services are administered across Canada, including headquarters and seven regional locations - Atlantic, Quebec, Greater Toronto Area, Northern Ontario, Southern Ontario, Prairie and Pacific.

To optimally manage border programs, corporate maturity and operational excellence, the Information, Science and Technology Branch (ISTB) of CBSA provides technical expertise to advance information management; enterprise architecture; IT infrastructure and solutions; and planning and portfolio management. Among other aspects, the ISTB provides technology leadership for a sustainable portfolio of business applications in support of CBSA's strategic priorities. It ensures effective delivery of technology products, applications and services to meet business needs, while ensuring integrity and availability of all technology infrastructures.

PSMD is responsible for the delivery and management of several mission critical systems to manage the flow of persons and goods at border entry points.

This statement of work is for project management through the design, development, implementation, and delivery of innovative systems / initiatives under the responsibility of PSMD.

4.0 SCOPE OF THE WORK

The contractor must provide IM/IT professional services on an as and when required basis in the National Capital Region (NCR) as initiated through Task Authorizations.

The senior level Project Manager will provide ongoing advice, guidance, input, as well as development and coordination with respect to project plans, reports and schedules, and will work closely with the project managers, directors and other executives, as well as the respective project teams.

Work on projects may be in any or all of the following stages: inception, identification, in the midst of work, or delivery.

5.0 TASKS

Tasks may include, but will not be limited to the following:

- Establish and maintain a project schedule for technology components using a high level of expertise in MS Project
- Provide oversight of the ISTB project cost and schedule performance during the development, implementation and operations start-up. Interact with stakeholders and team members for developing and updating project schedule and resource requirements;
- Establish and maintain project risks and issues logs;
- Interact with stakeholders and team members to keep project risks and issues logs updated in order to supply project dashboards for senior management;
- Develop project work breakdown structures (WBS) for technology components and approved changes;
- Implement project schedule baseline for technology components and maintain history;
- Propose project planning and implementation strategies based on project priorities, dependencies and resource demand;
- Model schedule changes before updating the master schedule to determine impacts (what-if analysis);
- Formulate statements of project schedule, resource loading or cost problems; propose process for resolving these problems, and obtain approval to implement solutions;
- Create cost analysis reports either with MS Project, MS Excel or a combination of the two;
- Create MS Project Macros;
- Report progress of the technology components of the project on an ongoing basis and at scheduled points in the life cycle;

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

- Review and comment on all ISTB project deliverables from completion of Initiation to Implementation;
- Ensure timely completion of deliverables;
- Project plan sign-off.
- Prepare plans, charts, tables and diagrams to assist in analyzing or displaying problems; and
- · Work with a variety of project management tools including MS Project.

6.0 DELIVERABLES

Deliverables for the duration of the contract may include, but will not be limited to the following:

- Resource is responsible for creating and maintaining the project schedule and to ensure that project deliverables are advancing as prescribed by the project manager on a weekly basis for the duration of TA.
- MS Project schedules updated for the duration of the contract on a weekly basis

Resource will provide oversight on:

- Document creation and reviews (ConOps, Ops Guide, CBSA T&Cs, Performance requirements and KPIs) on a weekly basis till the end of the project;
- Managing and review of the partner integration testing as needed till the project closeout date;
- Oversight, planning, installation and review of the SCED test implementation and developing recommendations to management on the way forward
 on a weekly basis;
- Monitoring pilot operation and developing remedial plans on an ad-hoc basis (driven by feedback from partners and users) till the project closeout date;
- In addition to the above, the resource will also be responsible for work as described by the Project Director to support other projects, as needed till the end of the project, and will provide oversights on:
- Statements of problems;
- Procedures for the development and implementation processes;
- Project objectives definitions;
- Budgetary requirements;
- Project team composition, roles and responsibilities;
- Progress reports;
- Stakeholder conference meetings;
- Development of plans, charts, tables and diagrams; and
- Knowledge transfer via presentations and list of key documents.

All deliverables are due based on the timelines as outlined in the project schedule in the standard format followed by CBSA Project Management and/or as defined by the Project Authority or their delegate. Deliverables are subject to change in accordance with the approved project schedule.

Additionally, the timelines for deliverable completion may change depending on the resource's anticipated start date.

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Other common deliverables may include, but will not be limited to the following:

- Project documentation such as progress reports, deficiency reports, project forecasts, road maps; and post project review reports on weekly basis;
- Risk planning and risk analysis, risk management plans, and statement of requirements on a weekly basis;
- Tracking against plans including level of effort and resource estimation as part of IM/IT business planning on a bi-weekly basis;
- Trend analyses as needed on the request of the project director till the end of the project;
- · Conceptual solution designs as identified in the project schedule;
- Context models as needed till the end of the project;
- Statements of requirements and functional requirements on a weekly basis;
- Business process models as needed till the end of the project;
- System user guides before the project closeout;
- Fit/Gap analyses as needed till the project closeout;
- Critical path analysis as needed till the project closeout;
- Standard operating procedures, user training materials and guides as needed before the project closeout; and
- Resourcing strategies as needed before the project closeout.

The Project Authority will provide a delivery date for each deliverable as required. Deliverable dates are subject to change in accordance with the approved project schedule(s) for the relevant projects.

Written or electronic submissions of documents must be provided utilizing Microsoft Office (MS-Word, MS-Excel and MS-PowerPoint or MS-Visio) as indicated by the Project Authority.

7.0 CLIENT SUPPORT

The client will provide all documentation and information necessary for the work as well as equipment (laptop), email, systems' access and telephone capability.

8.0 LANGUAGE REQUIREMENTS

While proposed resources must be fluent in English, there may be a requirement for specific resources to be fluent in both official languages, which will be specified in the TA.

9.0 WORK LOCATION

The contractor must be willing and able to accept a flexible work arrangement, which may include any or all of the following:

- Shared cubicles when working on-site within the National Capital Region (NCR);
- Use of collaborative work spaces; and/or
- Working remotely off-site

CBSA will provide, subject to security requirements, and only to the specified resource personnel, access to identified database or applications residing on CBSA computers or networks for the sole purpose of executing tasks associated with this Contract. CBSA, at its sole discretion, will identify the nature and characteristics of such access.

10.0 TRAVEL

No travel related expenses or living expenses will be provided for travel to or from CBSA offices or sites within the NCR. There is no travel requirement

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

under this contract.							
11.0 CONSTRAINTS							
(a)The Work must be performe	ed within CBSA's normal v	working hours o	f 7:00 AM	to 6:00 PM.			
(b) The Contractor may be req	uired to attend meetings	at CBSA and at	Key GC Sta	akeholders within the	National Capital Region.		
Period of Services / Période d	le service:						
Initial Start Date / Date de début initiale : July 12, 2021 Initial End Date / Date de fin initiale : July 12, 2022							
Option To Extend Initial En	d Date / Option pour pro	longer la date d	e fin initial	e			
Optional End Date	e(s) / Date(s) de fin optior	nnelle(s)			Status / Statut		
	July 12, 2023				+		
Travel Requirement(s) / Exigen	ce(s) de voyage :	N/A					
 Work Location(s) / Lieu(x) de tra		Within NCR					
PART 2 (completed by the Contractor	and/or the Technical/Project Authorit	y) / PARTIE	2 (complété p	ar le Contracteur et/ou le Respon	sable technique / Chargé du projet)		
A. Contractor Resource(s)			vanyás soulas l		formais dos consisos corrella nuéconto AT		
Name / Nom	ame / Nom Category / Catégorie Level / Linguistic Profile / Level of Security / Niveau de sécurité File No. / Niveau de sécurité				PWGSC Security File No. / Nº du dossier de sécurité TPSGC		
	Project Manager 3						+
	Project Man	ager	3				
B. Estimated Cost / Coût es	stimatif				l	1	

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Category / Catégorie	Level / Niveau	Per Diem F jourr		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif			
+ Project Manager	3				\$168,787.20			
,			Es	stimated Cost / Coût estimatif	\$168,787.20			
Total E	\$0.00							
Taxe % applied / % de taxes appliquées	14.975		Applica	\$25,275.88				
,		-	Total Estima	ted Cost / Coût total estimatif	\$194,063.08			
PART 3 - TA APPROVAL BY CANA	DA / PART	IE 3 - APPR	ROBATION	DE L'AT PAR LE CANA	IDA			
By signing this TA, the authorized client authority and/or the certify(ies) that the content of this TA is in accordance with t				gnature sur l'AT, le client autorisé et/o contenu de cette AT est conforme aux				
The client's authorization limit is . When the val (including GST/HST) is in excess of this limit, the TA must be forwarded to the PWGSC Contracting Authority for authoriza			(incluant la TPS/T		ue la valeur de l'AT et ses modifications signée par le client autorisé et transmise à			
Name of Authorized Client / Nom du client autorisé Date Name of Contracting Authority / Nom de l'autorité contractante				Date				
Signature			Signature					
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR								
Name and Title of individual authorized to sign on behalf o de la personne autorisée à signer au nom de l'entrepreneu		Nom et titre	Signature		Date			

A. General Information / Informations générales

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Contract Number / Numéro du contrat : Contractor Name / Nom du Contracteur : ADGA Group Consultants Inc. Task Authorization (TA) No. / No Commitment No. / No de Financial Coding / Code Date of Issuance / Date Response required by / de l'autorisation de tâches (AT) : l'engagement: financier: d'émission: Réponse requise par : 1000358426 191100000 - 2001 -30700 2022003234 2021-06-29 B. For Amendments Only / Aux fins de modification seulement Amendment No. / No de la modification : Reason for the Amendment / Raison pour la modification: C. TA Requirements / Exigences relatives à l'AT Required Resource(s) / Ressource(s) requise(s) Estimated Level of Linguistic Profile / Profile | Required Level(s) of Security / Effort (days) / Niveau Level / Niveau Category / Catégorie d'effort estimatif linguistique Niveau(x) de sécurité requis (jours) + **Project Manager** 3 English / Anglais Secret Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.) STATEMENT OF WORK 1.0 TITLE Project Manager Level 3 – for Projects and Service Management Directorate (PSMD). 2.0 OBJECTIVE The Canada Border Services Agency (CBSA) requires a variety of Information Management (IM)/Information Technology (IT) professional services resources with knowledge and experience supporting and assisting with Government of Canada business application, infrastructure and systems projects. The purpose of these services is to augment capacity in the planning and execution of departmental IM/IT initiatives managed by the Information, Science and Technology Branch and the Traveller's Branch supporting the Traveller's Program, on an as and when required basis. IM/IT expertise and support services are required to provide expert level advice and thought leadership in specific technologies, processes, applications, and integrated programs interdepartmentally and with other stakeholders accountable for IM/IT initiatives. This includes, but is not limited to, implementation suggestions, identification of road maps for way forward, expertise/guidance on evolving technologies/mandates and risk initiatives, and IM/IT professional services on critical business application, infrastructure and systems on an as and when required basis. This will ensure a third party independent view required to provide feedback, monitoring and expertise/recommendations to ensure the technology component of projects progresses as required. PSMD has a requirement for a senior level Project Manager to perform project administration and coordination duties for Travellers projects.

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

3.0 BACKGROUND

The Canada Border Services Agency (CBSA) is responsible for providing integrated border services that support national security and public safety priorities and facilitate the free flow of persons and goods, including animals and plants that meet all requirements under its legislation. Under this mandate, the CBSA enables effective and efficient border management through the design, development, implementation, delivery and operation of innovative solutions, science and technology for the major issues facing border management today and in the future.

The CBSA provides effective management of Canada's border through the strategic development, application and oversight of Information Technology and Information Management services. Integrated IT services are administered across Canada, including headquarters and seven regional locations - Atlantic, Quebec, Greater Toronto Area, Northern Ontario, Southern Ontario, Prairie and Pacific.

To optimally manage border programs, corporate maturity and operational excellence, the Information, Science and Technology Branch (ISTB) of CBSA provides technical expertise to advance information management; enterprise architecture; IT infrastructure and solutions; and planning and portfolio management. Among other aspects, the ISTB provides technology leadership for a sustainable portfolio of business applications in support of CBSA's strategic priorities. It ensures effective delivery of technology products, applications and services to meet business needs, while ensuring integrity and availability of all technology infrastructures.

PSMD is responsible for the delivery and management of several mission critical systems to manage the flow of persons and goods at border entry points.

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4.0 SCOPE OF THE WORK

The contractor must provide IM/IT professional services on an as and when required basis in the National Capital Region (NCR) as initiated through Task Authorizations.

The senior level Project Manager will provide ongoing advice, guidance, input, as well as development and coordination with respect to project plans, reports and schedules, and will work closely with the project managers, directors and other executives, as well as the respective project teams.

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- Interact with stakeholders and team members to keep project risks and issues logs updated in order to supply project dashboards for senior management;
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- Model schedule changes before updating the master schedule to determine impacts (what-if analysis);
- Formulate statements of project schedule, resource loading or cost problems; propose process for resolving these problems, and obtain approval to implement solutions;
- Create cost analysis reports either with MS Project, MS Excel or a combination of the two;
- Create MS Project Macros;

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

- Report progress of the technology components of the project on an ongoing basis and at scheduled points in the life cycle;
- Review and comment on all ISTB project deliverables from completion of Initiation to Implementation;
- Ensure timely completion of deliverables;
- Project plan sign-off.
- Prepare plans, charts, tables and diagrams to assist in analyzing or displaying problems; and
- · Work with a variety of project management tools including MS Project.

6.0 DELIVERABLES

Deliverables for the duration of the contract may include, but will not be limited to the following:

- Resource is responsible for creating and maintaining the project schedule and to ensure that project deliverables are advancing as prescribed by the project manager on a weekly basis for the duration of TA.
- MS Project schedules updated for the duration of the contract on a weekly basis

Resource will provide oversight on:

- Document creation and reviews (ConOps, Ops Guide, CBSA T&Cs, Performance requirements and KPIs) on a weekly basis till the end of the project;
- · Managing and review of the partner integration testing as needed till the project closeout date;
- Oversight, planning, installation and review of the SCED test implementation and developing recommendations to management on the way forward on a weekly basis;
- Monitoring pilot operation and developing remedial plans on an ad-hoc basis (driven by feedback from partners and users) till the project closeout date:
- In addition to the above, the resource will also be responsible for work as described by the Project Director to support other projects, as needed till the end of the project, and will provide oversights on:
- Statements of problems;
- Procedures for the development and implementation processes;
- Project objectives definitions;
- Budgetary requirements;
- Project team composition, roles and responsibilities;
- Progress reports;
- Stakeholder conference meetings;
- · Development of plans, charts, tables and diagrams; and
- Knowledge transfer via presentations and list of key documents.

All deliverables are due based on the timelines as outlined in the project schedule in the standard format followed by CBSA Project Management and/or as defined by the Project Authority or their delegate. Deliverables are subject to change in accordance with the approved project schedule.

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Additionally, the timelines for deliverable completion may change depending on the resource's anticipated start date.

Other common deliverables may include, but will not be limited to the following:

- Project documentation such as progress reports, deficiency reports, project forecasts, road maps; and post project review reports on weekly basis;
- Risk planning and risk analysis, risk management plans, and statement of requirements on a weekly basis;
- Tracking against plans including level of effort and resource estimation as part of IM/IT business planning on a bi-weekly basis;
- Trend analyses as needed on the request of the project director till the end of the project;
- · Conceptual solution designs as identified in the project schedule;
- Context models as needed till the end of the project;
- Statements of requirements and functional requirements on a weekly basis;
- Business process models as needed till the end of the project;
- System user guides before the project closeout;
- Fit/Gap analyses as needed till the project closeout;
- Critical path analysis as needed till the project closeout;
- Standard operating procedures, user training materials and guides as needed before the project closeout; and
- Resourcing strategies as needed before the project closeout.

The Project Authority will provide a delivery date for each deliverable as required. Deliverable dates are subject to change in accordance with the approved project schedule(s) for the relevant projects.

Written or electronic submissions of documents must be provided utilizing Microsoft Office (MS-Word, MS-Excel and MS-PowerPoint or MS-Visio) as indicated by the Project Authority.

7.0 CLIENT SUPPORT

The client will provide all documentation and information necessary for the work as well as equipment (laptop), email, systems' access and telephone capability.

8.0 LANGUAGE REQUIREMENTS

While proposed resources must be fluent in English, there may be a requirement for specific resources to be fluent in both official languages, which will be specified in the TA.

9.0 WORK LOCATION

The contractor must be willing and able to accept a flexible work arrangement, which may include any or all of the following:

- Shared cubicles when working on-site within the National Capital Region (NCR);
- Use of collaborative work spaces; and/or
- Working remotely off-site

CBSA will provide, subject to security requirements, and only to the specified resource personnel, access to identified database or applications residing on CBSA computers or networks for the sole purpose of executing tasks associated with this Contract. CBSA, at its sole discretion, will identify the nature and characteristics of such access.

10.0 TRAVEL

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

							T
No travel related expenses or livin under this contract.	ng expenses will be pr	ovided for trave	el to or fror	n CBSA offices or sites	within the NCR. There is n	o trave l requireme	nt
11.0 CONSTRAINTS							
(a)The Work must be performed w	vithin CBSA's normal v	working hours o	of 7:00 AM	to 6:00 PM.			
(b) The Contractor may be require	ed to attend meetings	at CBSA and at	Key GC St	akeholders within the	National Capital Region.		
Period of Services / Période de se	ervice:						-
Initial Start Date / Date de début ir	nitiale : Jul 12,	, 2021	Initi	al End Date / Date de f	in initiale : Jul	12, 2022	
Option To Extend Initial End Da	ate / Option pour pro	longer la date d	le fin initia	le			
Optional End Date(s)	/ Date(s) de fin optior	nnelle(s)			Status / Statut		
Jul	July 12, 2023			() In a	effect / en vigueur		+
Travel Requirement(s) / Exigence(s	s) de voyage :	N/A					
 Work Location(s) / Lieu(x) de travai	il:	Within the Nat	tional Capi	tal Region			
PART 2 (completed by the Contractor and/o	or the Technical/Project Authorit	y) / PARTIE	2 (complété p	ar le Contracteur et/ou le Respon	sable technique / Chargé du projet)		
A. Contractor Resource(s) / Re					6		
Note: once approved, only the following resources r	may provide services under this	I A. / Nota : une fois app	orouvee, seules	les ressources suivantes peuvent	fournir des services sous la presente A l		7
Name / Nom	Category / Cat	tégorie	Level / Niveau	Linguistic Profile / Profile linguistique	Level of Security / Niveau de sécurité	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	
	Project Man	ager	3				+
B. Estimated Cost / Coût estin	natif			<u> </u>	1		

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Total Cost / Coût estimatif	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Per Diem Rate / Taux journalier	Leve l / Niveau	Category / Catégorie
\$168,787.20			3	Project Manager
\$168,787.20	stimated Cost / Coût estimatif	E		
\$0.00	l estimatif de voyage et de vie	el and Living Cost / Coût tota	Estimated Trav	Total E
\$25,275.88	able Taxes / Taxes applicables	Applic	14.975	Taxe % applied / % de taxes appliquées
\$194,063.08	ited Cost / Coût total estimatif	Total Estima	**************************************	,

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.	En apposant sa signature sur l'AT, le client autorisé et/ atteste(nt) que le contenu de cette AT est conforme au	
The client's authorization limit is . When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du client est . Lors (incluant la TPS/TVH) dépasse cette limite, l'AT doit êtr l'autorité contractante de TPSGC pour autorisation.	sque la valeur de l'AT et ses modifications re signée par le client autorisé et transmise à
Name of Authorized Client / Nom du client autorisé Date NEWBURY RUSSELL Digitally signed by NEWBURY RUSSELL Date: 2021.07.05 16:43:47-04'00' Signature	Name of Contracting Authority / Nom de l'autorité contractante Digitally signed by BLAIS PATRICE Reason. 1 am approving this document Date: 2021 06-20 46-26-26 Signature	Date

PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

	DocuSigned by:	7/6/2021
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur	Signature10B07C9899F44A0	Date



Public Works and Government Services Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

A. General Information / Informations générales					
2 () () () () () ()					
Contract Number / Numéro du contrat :	47060-197627/001				
Contractor Name / Nom du Contracteur :	Donna Cona				
Task Authorization (TA) No. № de l'autorisation de tâches (AT) :	STOT No. Nº de l'EDT :	Financial Coding Code financier :			Response required by Réponse requise d'ici le :
2022004463	1000359721	1910 800 40		2021-06-07	2021-06-14
B. For Amendments Only / Aux fins de modificati	ion seulement				
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la modification:					
·					
C. TA Requirements / Exigences relatives à l'AT					
Required Resource(s) / Ressource(s) requise(s)					
Category and Leve Catégorie et Nivea		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)		Profile / Profile uistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Project Manager Le	evel 2		E	nglish	Secret
Statement of Work (tasks, deliverables, reports, etc.) / Éno	oncé des travaux (tâches livrables rappo	rts etc.)			
See attached / Voir pièce jointe	, , , , , , , , , , , , , , , , , , ,	to, otoly			
Period of Services / Période de service:					
nitial Start Date / Date de début initiale :		1			
	July-05-2021		Initial End Date	/ Date de fin initiale :	July-05-2022
Extented End Date (See Reason for the Amendment) / Da	July-05-2021 te de fin prolongée (voir Raison pour la m	odification):	Initial End Date	/ Date de fin initiale :	July-05-2022
Extented End Date (See Reason for the Amendment) / Da	te de fin prolongée (voir Raison pour la m	odification):	Initial End Date	/ Date de fin initiale :	July-05-2022
Extented End Date (See Reason for the Amendment) / Da Option To Extend Initial End Date / Option pour prolor	te de fin prolongée (voir Raison pour la m nger la date de fin initiale	odification):			July-05-2022
Extented End Date (See Reason for the Amendment) / Da	te de fin prolongée (voir Raison pour la m nger la date de fin initiale	odification):	Status / Sta	ıtut	July-05-2022
Extented End Date (See Reason for the Amendment) / Da Option To Extend Initial End Date / Option pour prolor	te de fin prolongée (voir Raison pour la m nger la date de fin initiale	odification):		ıtut	July-05-2022
Extented End Date (See Reason for the Amendment) / Da Option To Extend Initial End Date / Option pour prolor	te de fin prolongée (voir Raison pour la m nger la date de fin initiale	odification):	Status / Sta	ıtut	July-05-2022
Extented End Date (See Reason for the Amendment) / Da Option To Extend Initial End Date / Option pour prolor Optional End Date(s) / Date(s) de	te de fin prolongée (voir Raison pour la m nger la date de fin initiale fin optionnelle(s)		Status / Sta	ıtut	July-05-2022
Extented End Date (See Reason for the Amendment) / Da Option To Extend Initial End Date / Option pour prolor Optional End Date(s) / Date(s) de	n/a Vanier Towers, 333 North River	Road	Status / Sta	ıtut	July-05-2022
Extented End Date (See Reason for the Amendment) / Da Option To Extend Initial End Date / Option pour prolor Optional End Date(s) / Date(s) de Optional End Date(s) / Date(s) de Fravel Requirement(s) / Exigence(s) de voyage : Nork Location(s) / Lieu(x) de travail :	n/a Vanier Towers, 333 North River ARTIE 2 (complété par le Contracteur et/ou le Responsates source(s) du Contracteur et Coût	Road le technique / Chargé du projet) total estimatif	Status / Sta	ıtut	July-05-2022
Extented End Date (See Reason for the Amendment) / Da Option To Extend Initial End Date / Option pour prolor Optional End Date(s) / Date(s) de Fravel Requirement(s) / Exigence(s) de voyage : Nork Location(s) / Lieu(x) de travail : PART 2 (completed by the Contractor and/or the Technical/Project Authority) / P./	n/a Vanier Towers, 333 North River ARTIE 2 (complété par le Contracteur et/ou le Responsates source(s) du Contracteur et Coût	Road le technique / Chargé du projet) total estimatif	Status / Sta	ıtut	July-05-2022 Total Estimated Cost / Coût total estimatif
Extented End Date (See Reason for the Amendment) / Date Option To Extend Initial End Date / Option pour prolor Optional End Date(s) / Date(s) de Fravel Requirement(s) / Exigence(s) de voyage : Nork Location(s) / Lieu(x) de travail : PART 2 (completed by the Contractor and/or the Technical/Project Authority) / P/ Contractor Resource(s) and Estimated Cost / Residue: once approved, only the following resources may provide services under this TA / Nota Name / Nom	n/a Vanier Towers, 333 North River ARTIE 2 (complété par le Contracteur et/ou le Responsable une fois approuvée, seules les ressources suivantes peuvent four PWGSC Security File No. / Nº du	Road le technique / Chargé du projet) total estimatif mir des services sous la présente AT	Status / Sta	Estimated Level of Effort (days) / Niveau d'effort estimatif	Total Estimated Cost /
Option To Extend Initial End Date / Option pour prolor Optional End Date(s) / Date(s) de Optional End Date(s) / Date(s) de Travel Requirement(s) / Exigence(s) de voyage : Work Location(s) / Lieu(x) de travail : PART 2 (completed by the Contractor and/or the Technical/Project Authority) / P/ Contractor Resource(s) and Estimated Cost / Resource approved, only the following resources may provide services under this TA. / Nota Name / Nom Category and Level / Catégorie et Niveau	n/a Vanier Towers, 333 North River ARTIE 2 (complété par le Contracteur et/ou le Responsable une fois approuvée, seules les ressources suivantes peuvent four PWGSC Security File No. / Nº du	Road le technique / Chargé du projet) total estimatif mir des services sous la présente AT	Status / On Effect / en Ontario Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif	Total Estimated Cost / Coût total estimatif
Option To Extend Initial End Date / Option pour prolor Optional End Date(s) / Date(s) de Optional End Date(s) / Date(s) de Travel Requirement(s) / Exigence(s) de voyage : Work Location(s) / Lieu(x) de travail : PART 2 (completed by the Contractor and/or the Technical/Project Authority) / P/ Contractor Resource(s) and Estimated Cost / Resource approved, only the following resources may provide services under this TA. / Nota Name / Nom Category and Level / Catégorie et Niveau	n/a Vanier Towers, 333 North River ARTIE 2 (complété par le Contracteur et/ou le Responsable une fois approuvée, seules les ressources suivantes peuvent four PWGSC Security File No. / Nº du	Road le technique / Chargé du projet) total estimatif mir des services sous la présente AT	Status / Sta O In Effect / en Ontario Per Diem Rate / Taux journalier Estimate	Estimated Level of Effort (days) / Niveau d'effort estimatif (iours)	Total Estimated Cost / Coût total estimatif
Option To Extend Initial End Date / Option pour prolor Optional End Date(s) / Date(s) de Optional End Date(s) / Date(s) de Travel Requirement(s) / Exigence(s) de voyage : Work Location(s) / Lieu(x) de travail : PART 2 (completed by the Contractor and/or the Technical/Project Authority) / P/ Contractor Resource(s) and Estimated Cost / Resource approved, only the following resources may provide services under this TA. / Nota Name / Nom Category and Level / Catégorie et Niveau	n/a Vanier Towers, 333 North River ARTIE 2 (complété par le Contracteur et/ou le Responsable une fois approuvée, seules les ressources suivantes peuvent four PWGSC Security File No. / Nº du	Road le technique / Chargé du projet) total estimatif mir des services sous la présente AT Linguistic Profile / Profil linguistique	Status / Sta O In Effect / en Ontario Per Diem Rate / Taux journalier Estimate	Estimated Level of Effort (days) / Niveau d'effort estimatif (iours)	Total Estimated Cost / Coût total estimatif \$210,000.00 \$210,000.00 \$0.00
Option To Extend Initial End Date / Option pour prolor Optional End Date(s) / Date(s) de Optional End Date(s) / Date(s) de Travel Requirement(s) / Exigence(s) de voyage : Nork Location(s) / Lieu(x) de travail : PART 2 (completed by the Confractor and/or the Technical/Project Authority) / P/ Contractor Resource(s) and Estimated Cost / Resource approved, only the following resources may provide services under this TA. / Nota Name / Nom Category and Level / Catégorie et Niveau	n/a Vanier Towers, 333 North River ARTIE 2 (complété par le Contracteur et/ou le Responsable une fois approuvée, seules les ressources suivantes peuvent four PWGSC Security File No. / Nº du	Road le technique / Chargé du projet) total estimatif mir des services sous la présente AT Linguistic Profile / Profil linguistique Total Estimated Travel and Living Cos	Status / Sta	Estimated Level of Effort (days) / Niveau d'effort estimatif (iours)	Total Estimated Cost / Coût total estimatif \$210,000.00

PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.	En apposant sa signature sur l'AT, l'autorité technique, le représentant de la DA contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme au	
The client's authorization limit is \$300,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du client est \$300,000. Lorsque la valeur de l'AT et ses n (excluant les taxes applicables) dépasse cette limite, l'AT doit être signée par le contractante de TPSGC pour autorisation,	
Jeff Carr		
Name of Technical Authority / Nom de l'autorité technique Date	Name of Contracting Authority / Nom de l'autorité contractante	Date
CADD IFFFDFV Digitally signed by CARR JEFFREY	STLOUIS Digitally signed by STLOUIS CATHERINE	
CARR JEFFREY Digitally signed by CARR JEFFREY Date: 2021.06.07 10:28:01 -04'00'	CATHERINE Date: 2021.06.30	
Signature	Signature 11:19:47 -04'00'	
Signature	Signature	
	_	
Name of the representative from the SPMMD of CBSA / Date Nom d'un représentant de la DAGBS de l'ASFC		
Signature		
Signature		
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CON	TRACTEUR	
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CON	IRACTEUR	
	DocuSigned by:	
		2021-06-08
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur	Signature—FD384C5A9/F0424	Date

- Project Manager Level 2

Tasks

Responsibilities include all of the following Baseline Tasks along with any combination of the following Additional Tasks, without limitation:

Baseline Tasks:

- 1. Manage the project during the development, implementation and operations startup by ensuring that resources are made available and that the project is developed and is fully operational within previously agreed time, cost and performance parameters.
- 2. Prepare plans, charts, tables and diagrams to assist in analyzing or displaying problems; work with a variety of project management tools.
- 3. Maintain process improvement, communication and change management throughout the full lifecycle of the project delivery.

Additional Tasks could include but are not limited to:

- 4. Formulate statements of problems; establishes procedures for the development and implementation of significant, new or modified project elements to solve these problems, and obtains approval thereof.
- 5. Define and document the objectives for the project.
- 6. Report progress of the project on an ongoing basis and at scheduled points in the life cycle.
- 7. Meets in conference with stakeholders and other project managers and states problems in a form capable of being solved.
- 8. Develop presentations and reports to communicate progress of projects within the assigned portfolio.

Deliverables

- Work with DDAD and partners on the Netezza Replacement Phase 3 project
- DDAD Data Analytics advancement project
- Data Warehouse COTS upgrade project for Data Warehousing tools

Constraints

- 1. At no time and in no way is CBSA data to be removed from CBSA sites, nor will access to or from the contractor's IT systems through the use of a session or ling (e.g VPN) be permitted; and
- 2. The contractor must comply with CBSA internal security policies, directives, standards, and guidelines at all times during the contract.

Reporting Requirements

- 1. Timesheets are to be provided weekly or monthly depicting hours worked on a daily basis; and
- 2. It is the responsibility of the Contractor to facilitate and maintain regular communication with the Technical Authority. Status updates, verbal or written, may be requested by the Technical Authority over the course of the TA. Communication is defined as all reasonable effort to inform all parties of plans, decisions, proposed approaches, implementation, and results of work, to ensure that the project is progressing well and in accordance with expectations. Communication may include: phone calls; electronic mail; faxes; and meetings. In addition, the Contractor is to immediately notify the Technical Authority of any issues, problems or areas of concern in relation to any work completed under the TA, as they arise.

Location of Work

- 1. CBSA regular working hours are Monday to Friday, between 7 a.m. to 6 p.m. Eastern Time (Standard Workday):
- 2. Work will be performed at the CBSA location at Vanier Towers, 333 River Road, Ottawa, ON; and
- 3. No travel outside of the National Capital Region (NCR) is anticipated.

Language of Work

The proposed resource will be required to perform the work in English. Every individual proposed in its bid must be English and must be able to communicate orally and in writing without any assistance and with minimal errors.

http://www.international.gc.ca/ifait-iaeci/test_levels-niveaux.aspx?lang=eng#b



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

A. General Information / Informations of	<u>jénérales</u>				
Contract Number / Numéro du contrat :	47419-223800/001	/EL			
Contractor Name / Nom du Contracteur :	Emerion / Cofomo)			
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT)	Commitment No. № de l'engagement	Financial Code finar	•	Date of Issuance Date d'émission	Response required by Réponse requise d'ici le
	1000355016	1950 400	30	Oct 26, 2020	Nov 3, 2020
B. For Amendments Only / Aux fins de	modification seulem	<u>ient</u>			
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la m	odification:				
·					
C. TA Requirements / Exigences relative	res à l'AT				
Required Resource(s) / Ressource(s) requise(s	3)				
Category and Level Catégorie et Niveau		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique		Required Level(s) of Security / Niveau(x) de sécurité requis
IM Architect (EDW & BI) - Level 3		100000000000000000000000000000000000000	English		Reliability/ Secret
Statement of Work (tasks, deliverables, reports	s, etc.) / Énoncé des trav	aux (tâches, livrable	s, rapports, etc	c.):	
See attached / Voir pièce jointe					
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :	09-Nov-2020		Initial End Da	ate / Date de fin initiale :	07-Jul-2021
Extented End Date (See Reason for the Amen	dment) / Date de fin prol	ı ongée (voir Raison p	our la modifica	ation):	
☐ Option To Extend Initial End Date / Option	n pour prolonger la date d	de fin initiale			
Optional End Date(s) / Date(s) de fin	optionnelle(s)		S	tatus / Statut	
			O In	Effect / en vigueur	
Travel Requirement(s) / Exigence(s) de voyage :	None				
Work Location(s) / Lieu(x) de travail :	National Capital Re	gion, Ottawa			

PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

Contractor Resource(s) and Estimated Note: once approved, only the following resources may provide services u	Cost / Ressource(s)	du Contracteur e	et Coût tota es peuvent fournir des	l estimatif services sous la présente AT	
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
- IM Arch Level 3					\$110,500.00
			Estima	ted Cost / Coût estimatif	\$110,500.00
	Total Estimated Trave	el and Living Cost / C	oût total estir	natif de voyage et de vie	\$0.00
				HST @ 13%	\$14,365.00
		Total E	stimated Co	st / Coût total estimatif	\$124,865.00
Check applicable Basis of Pa Cocher la Base de Paiement ap	•	Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	
By signing this TA, the authorized client authority and/Authority certify(ies) that the content of this TA is in acconditions of the Contract. The client's authorization limit is \$300,000. When the amendments (excluding Applicable Taxes) is in exces be signed by the authorized client and forwarded to the Authority for authorization.	ecordance with the value of a TA and its s of this limit, the TA must	atteste(nt) que le conte La limite d'autorisation (excluant les taxes app	nu de cette AT o du client est \$30 licables) dépass	ient autorisé et/ou l'autorité c est conforme aux conditions d 00,000. Lorsque la valeur de l se cette limite, l'AT doit être si ctante de TPSGC pour autori	du contrat. 'AT et ses modifications ignée par le client
Nathalie Gaul Name of Technical Authority / Nom de l'autorité	27-Oct-20	Name of Contracting A	uthority / Nom d	e l'autorité contractante	Date
technique N <i>athalic Gaul</i>					
Signature	-	Signature			
[If applicable, insert the following] Name of the representative from (insert the Department name) [Ajouter ce qui suit, s'll y a lieu] Nom du représentant de (insérer le nom du Ministère)	Date				
Signature	-				
PART 4 - CONTRACTOR SIGNATUI	RE / PARTIE 4 - SIG	GNATURE DU C	ONTRACT	EUR	
Name and Title of individual authorized to sign on beh Nom et titre Signature de la personne autorisée à sigr		Signature		October 27,	2020 Date



A. General Information / Informations générales

Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (complété par le Responsable technique / Chargé du projet)

Contract Number / Numéro du contrat :	47419-223800/001	l/EL			
Contractor Name / Nom du Contracteur :	Emerion / Cofomo	o			
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT)	Commitment No. N⁰ de l'engagement	Financial Co Code finan	•	Date of Issuance Date d'émission	Response required by Réponse requise d'ici le
2021001404	1000355016	1950 400) 30	May 27, 2021	May 31, 2021
B. For Amendments Only / Aux fins de	modification seulem	<u>ent</u>			
Amendment No. / Nº de la modification :	1				
Reason for the Amendment / Raison pour la m Increase LOE by so resource has adea	odification: quate days until exercisin	ng option to renew			
C. TA Requirements / Exigences relative	es à l'AT				
Required Resource(s) / Ressource(s) requise(s	s)				
Category and Level Catégorie et Niveau		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique		Required Level(s) of Security / Niveau(x) de sécurité requis
IM Architect (EDW & BI) - Level 3		,		English	Reliability/ Secret
Statement of Work (tasks, deliverables, reports	, etc.) / Énoncé des trav	aux (tâches, livrables,	rapports, etc.):	
See attached / Voir pièce jointe					
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :	09-Nov-2020	1	Initial End D	ate / Date de fin initiale :	07-Jul-2021
Extented End Date (See Reason for the Amend	dment) / Date de fin prolo	ı ongée (voir Raison po	ur la modificat	ion):	
☐ Option To Extend Initial End Date / Option	pour prolonger la date d	le fin initiale			
Optional End Date(s) / Date(s) de fin	optionnelle(s)		S	Status / Statut	
			O In	Effect / en vigueur	
Travel Requirement(s) / Exigence(s) de voyage :	None				
Work Location(s) / Lieu(x) de travail :	National Capital Re	egion, Ottawa			

PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

	Cost / Ressource(s)				
Note: once approved, only the following resources may provide services un Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	e, seules les ressources suivantes Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cos / Coût total estimatif
· IM Arch Level 3					\$131,750.00
	l		Estima	I ited Cost / Coût estimatif	\$131,750.00
	Total Estimated Trav	vel and Living Cost / 0	Coût total estir	natif de voyage et de vie	\$0.00
				HST @ 13%	\$17,127.50
		Total I	Estimated Co	st / Coût total estimatif	\$148,877.50
Check applicable Basis of Pa Cocher la Base de Paiement ap	•	Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	
Nathalie Gaul Name of Technical Authority / Nom de l'autorité technique GAUL Digitally signed by GAU NATHALIE		Name of Contracting A	uthority / Nom d	e l'autorité contractante	Date
NATHALIE Date: 2021.05.31 13:46:: -04'00' Signature	53 -	Signature			
Digitally signed by	CARREAU LYNE DU=cora-adro, OU=PERSONNEL,	Oignatare			
O A DD D A I I I \ / N I D CN=CARREAU LY	NE + SERIALNUMBER=2004176152321031 utthor of this document ing location here 15:05:21				
CARREAU LYNE Reason: I am the a Location: your sign	NE + SERIALNUMBER-2004176152321031 utthor of this document ing location here 15:05:21 Version: 10.0.1	-			
CARREAU LYNE Reason: I am the a Location: your sign bate: 2021-06-31 in the a pate: 2021-06-31 in Foot Phantom PDF [If applicable, insert the following] Name of the representative from (insert the Department name) [Ajouter ce qui suit, s'il y a lieu] Nom du représentant	NE + SERIALNUMBER-2004176152321031 utthor of this document ing location here 15:05:21 Version: 10.0.1	-			
CARREAU LYNE CREATERAL I am the a Location your sign bate: 2021-05-31 Foot PhantomPDF [If applicable, insert the following] Name of the representative from (insert the Department name) [Ajouter ce qui suit, s'il y a lieu] Nom du représentant de (insérer le nom du Ministère)	NE + SERIALNUMBER-2004176152321031 ultibro of this document ing location here 1505.21 Version: 10.0.1	GNATURE DU C	ONTRACT	EUR	
CARREAU LYNE CREATERAL I am the a Location your sign between the following I Name of the representative from (insert the Department name) [Ajouter ce qui suit, s'il y a lieu] Nom du représentant de (insérer le nom du Ministère) Signature	NE + SERIALNUMBER-2004176152321031 ultibro of this document ing location here 1505.21 Version: 10.0.1	GNATURE DU C	ONTRACT	EUR May 31,	

l'entrepreneur



Public Works and Travaux publics et Government Services Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (complété par le Responsable technique / Chargé du projet)

A. General Information / Informations	générales_				
Contract Number / Numéro du contrat :	47419-223800/001	I/EL			
Contractor Name / Nom du Contracteur :	Emerion / Cofomo	0			
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT)	Commitment No. Nº de l'engagement	Financial C Code finar	-	Date of Issuance Date d'émission	Response required by Réponse requise d'ici le
2021001401	1000355016	1950 400	0 30	1-Jun-21	7-Jun-21
B. For Amendments Only / Aux fins de	modification seulem	ent_			
Amendment No. / Nº de la modification :	2				
Reason for the Amendment / Raison pour la m	nodification:				
Exercise option to renew - increase level of eff					
C. TA Requirements / Exigences relative	ves à l'AT				
Required Resource(s) / Ressource(s) requise					
Trequired Tresource(s) / Tressource(s) requiser		Estimated Level of			I
Category and Level Catégorie et Niveau		Effort (days) / Niveau d'effort estimatif (jours)	_	itic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis
IM Architect (EDW & BI) - Level 3			English		Reliability/ Secret
Statement of Work (tasks, deliverables, report	s, etc.) / Énoncé des trav	aux (tâches, livrables	, rapports, etc	.):	
 See attached / Voir pièce jointe					
, ,					
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :	09-Nov-2020]	Initial End D	ate / Date de fin initiale :	07-Jul-2021
Extented End Date (See Reason for the Amen	dment) / Date de fin prolo	ongée (voir Raison po	ur la modificat	tion):	07-Jul-2022
X Option To Extend Initial End Date / Option	n pour prolonger la date d	e fin initiale			
Optional End Date(s) / Date(s) de fil	n optionnelle(s)		5	Status / Statut	
			O In	Effect / en vigueur	
		1		U = 1	
Travel Requirement(s) / Exigence(s) de voyage :	None				
Work Location(s) / Lieu(x) de travail :	National Capital R	egion, Ottawa			

PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

Note: once approved, only the following resources may provide service	ed Cost / Ressource(s)				
,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	s under this TA. / Nota : une fois approuvé	e, seules les ressources suivantes	s peuvent fournir des s	ervices sous la présente AT	
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Co / Coût total estimat
- IM Arch Level 3					\$335,750.0
			Estima	ated Cost / Coût estimatif	\$335,750.0
	Total Estimated Tra	vel and Living Cost / 0	Coût total estii	matif de voyage et de vie	\$0.0
				HST @ 13%	\$43,647.5
		Total E	Estimated Co	st / Coût total estimatif	\$379,397.5
Check applicable Basis of F Cocher la Base de Paiement	,	Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	
amendments (excluding Applicable Taxes) is in ex be signed by the authorized client and forwarded to Authority for authorization. Nathalie Gaul				actante de TPSGC pour auto	
Name of Technical Authority / Nom de l'autorité technique	Date	Name of Contracting A	•	le l'autorité contractante	Date
GAUL Digitally signed b NATHALIE Date: 2021.06.11 -04'00'		BITSENE, MARLENE	DN: (O = 0	ally signed by: BITSENE, MARLEN CN = BITSENE, MARLENE C = C GC OU = PWGSC-TPSGC 2021.07.05 11:30:32 -04'00'	
				2021.07.00 11.00.02 -04.00	A
Signature		Signature		2021.01.00 11.00.02 -04-00	A -
[If applicable, insert the following] Name of the representative from (insert the Department name) [Ajouter ce qui suit, s'il y a lieu] Nom du représent a		Signature		2021.01.00 11.00.02 -04.00	A -
[If applicable, insert the following] Name of the representative from (insert the Department name) (Ajouter ce qui suit, s'il y a lieu] Nom du représenta de (insérer le nom du Ministère)	Digitally sign	Signature - gned by ALEX	ANDER	2021.01.00 11.00.02 -04.00	A -
If applicable, insert the following] Name of the representative from (insert the Department name) Ajouter ce qui suit, s'il y a lieu] Nom du représenta de (insérer le nom du Ministère)	Digitally signed AFN STEPHEN	-		2021.01.00 11.00.02 -04.00	A -
[If applicable, insert the following] Name of the representative from (insert the Department name) (Ajouter ce qui suit, s'il y a lieu] Nom du représente de (insérer le nom du Ministère) ALEXANDER STEPI Signature	Digitally signate: 2021	- gned by ALEX/ .06.30 10:51:0	1 -04'00'		A -
[If applicable, insert the following] Name of the representative from (insert the Department name) [Ajouter ce qui suit, s'il y a lieu] Nom du représente de (insérer le nom du Ministère)	Digitally signate: 2021	- gned by ALEX/ .06.30 10:51:0	1 -04'00'	'EUR	A - - 2, 2021

l'entrepreneur

- IM Architect Level 3

Tasks

- 1. Analyse existing capabilities and requirements, develop redesigned frameworks and recommend areas for improved capability and integration
- 2. Develop and document detailed statements of requirements and gather Business Intelligence (BI) requirements
- 3. Evaluate existing IM policies, procedures and methods, identify and document new processes and develop implementation strategies and plans to support the implementation of Open Information and Open Data
- 4. Develop and define IM strategies required to address data governance and data management in the following areas: data quality, data security, data shareability, meta data, data architecture and data integration
- 5. Organize and lead, or facilitate, consultation meetings with IM Specialists and business subject matter experts to assess the feasibility of their Open Data requirements and provide advice on data sharing and data management to achieve Open Government Directive compliance
- 6. Apply a structured business and data architecture approach and methodology for capturing the key views of various projects
- 7. Review and provide feedback on existing architecture
- 8. Define linkage between data elements shared between line-of-business applications and the Data Warehouse using the current Data Warehouse metadata toolset IBM InfoSphere Metadata Workbench and Business Glossary
- 9. Provide expert advice in defining new business requirements and opportunities to apply efficient and effective solutions across all pillars in traditional BI/Reporting
- 10. Provide training and guidance of knowledge acquired through work and research to junior staff who are working on various projects, which includes transfer of knowledge
- 11. Liaise with pillar business and IT representatives to assess program needs
- 12. Analyze and document Data Warehouse data within the current Data Warehouse metadata toolset IBM InfoSphere Metadata Workbench and Business Glossary
- 13. Perform cost/benefit analysis of implementing new processes and solutions
- 14. Provide advice in developing and integrating process and information models between business processes to eliminate information and process redundancies
- 15. Analyze and document end-user request for improvements or alterations
- 16. Prepare briefing material and presentations for senior management
- 17. Communicate with stakeholders to define requirements
- 18. Provide input into data warehouse design decisions
- 19. Develop complex SQL queries
- 20. Examine data available in existing data source and collect statistics about that data
- 21. Build and maintain data inventory
- 22. Work within the Service Lifecycle Management Framework (SLMF).

Specialties and Skills

Specialties could include but not limited to:

- IBM InfoSphere DataStage
- IBM InfoSphere Information Server (Metadata Workbench, Business Glossary, Information Analyzer)
- IBM DB2 LUW
- IBM/zOS DB2
- IBM Puredata for Analytics
- Unix
- Linux
- ERWin Data Modeler
- IBM Data Architect
- IBM Cognos
- IBM SPSS
- IBM Change Data Capture
- MSSQL
- XML
- Microsoft Office Suite (Word, Excel, PowerPoint)
- Microsoft VISIO
- IIRA
- Kimball Methodology

Deliverables

Deliverables could include but are not limited to:

- 1. Analysis documents, functional and technical requirements documents, and design documents for business intelligence deliverables such as cubes, report and package
- 2. Detailed business requirements documents for use by IT stakeholders in designing and constructing reporting solutions
- 3. Quality Assurance plans to guide testers
- 4. Options Analysis documents
- 5. Risk Dashboard business requirements document
- 6. Written and verbal summaries of meetings with stakeholders
- 7. Provide status and progress reports
- 8. Analyze and document end-user request for improvements or alterations
- 9. Develop Architecture & Design Specifications documents to lead development team
- 10. Develop Design/System Requirements Traceability Matrix
- 11. Create Primary Data Acquisition Specifications
- 12. Track project report and issues in JIRA
- 13. Create ETL Specifications
- 14. Perform Architecture and Design presentations to the senior management and RMC committees
- 15. Develop complex SQL queries.

Constraints

- 1. At no time and in no way is CBSA data to be removed from CBSA sites, nor will access to or from the contractor's IT systems through the use of a session or ling (e.g VPN) be permitted; and
- 2. The contractor must comply with CBSA internal security policies, directives, standards, and guidelines at all times during the contract.

Reporting Requirements

- 1. Timesheets are to be provided weekly or monthly depicting hours worked on a daily basis; and
- 2. It is the responsibility of the Contractor to facilitate and maintain regular communication with the Technical Authority. Status updates, verbal or written, may be requested by the Technical Authority over the course of the TA. Communication is defined as all reasonable effort to inform all parties of plans, decisions, proposed approaches, implementation, and results of work, to ensure that the project is progressing well and in accordance with expectations. Communication may include: phone calls; electronic mail; faxes; and meetings. In addition, the Contractor is to immediately notify the Technical Authority of any issues, problems or areas of concern in relation to any work completed under the TA, as they arise.

Location of Work

- 1. CBSA regular working hours are Monday to Friday, between 7 a.m. to 6 p.m. Eastern Time (Standard Workday);
- 2. Work will be performed at the CBSA location at Vanier Towers, 333 River Road, Ottawa, ON; and
- 3. No travel outside of the National Capital Region (NCR) is anticipated.

Language of Work

The proposed resource will be required to perform the work in English. Every individual proposed in its bid must be English and must be able to communicate orally and in writing without any assistance and with minimal errors.

http://www.international.gc.ca/ifait-iaeci/test_levels-niveaux.aspx?lang=eng#b



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

A. General Information / Informations of	<u>jénérales</u>						
Contract Number / Numéro du contrat :	47419-198132/001/EL						
Contractor Name / Nom du Contracteur :	TEKSYSTEMS CANAL	DA CORP.					
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT) :	Commitment No. Nº de l'engagement :	Financial Code fin	•	Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :		
2022005006	CC: 190830040, 1000358049 Fund: 2001, Functional Area: 30700 07-Jul-2021 08-Jul-2021						
B. For Amendments Only / Aux fins de	modification seulement						
Amendment No. / Nº de la modification :							
Reason for the Amendment / Raison pour la r	nodification :						
,							
C. TA Requirements / Exigences relative	ros à l'AT						
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Category and Level Catégorie et Niveau Catégorie e							
Programmer/Analyst - Level 3	En	glish	Reliability / Fiabilité				
Programmer/Analyst - Level 3			En	glish	Reliability / Fiabilité		
Statement of Work (tasks, deliverable	es, reports, etc.) / Énonc	é des travaux (tâ	iches, livrables,	rapports, etc.)			
See attached / Voir pièce jointe							
See attached / Voir pièce joint							
Period of Services / Période de service: Initial Start Date / Date de début initiale :	14-Jul-2021	1	Initial End Date /	Date de fin initiale :	03-Aug-2023		
Extented End Date (See Reason for the Amer		⊒ ė́e (voir Raison pour⊺	la modification):				
☐ Option To Extend Initial End Date / Optio	n pour prolonger la date de fii	n initiale					
Optional End Date(s) / Date(s) de			St	atus / Statut			
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Travel Requirement(s) / Exigence(s) de voyaç		•					
Work Location(s) / Lieu(x) de travail :	NCR - Work remo	tely off site					

Contractor Resource(s) and Estimated	d Cost / Ressource(s) du (Contracteur et Co	ût total estimati	f	
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
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A.7 Programmer/Analyst - Level 3					\$536,670.00
	1		Estimated	Cost / Coût estimatif	\$1,073,340.00
				Applicable Taxes	\$139,534.20
	Total Estimated Trav	el and Living Cost / (Coût total estimatif	de voyage et de vie	\$0.00
		Total	Estimated Cost /	Coût total estimatif	\$1,212,874.20
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PART 3 - TA APPROVAL BY CANA	DA / PARTIE 3 - APPRO	DBATION DE L'A	AT PAR LE CA	NADA	
					ontractante de TPSGC
By signing this TA, the authorized client authority an	d/or the PWGSC Contracting	En apposant sa signat	ure sur l'AT, le client :	NADA autorisé et/ou l'autorité conforme aux conditions d	
By signing this TA, the authorized client authority an	d/or the PWGSC Contracting	En apposant sa signat	ure sur l'AT, le client :	autorisé et/ou l'autorité c onforme aux conditions d	
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PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

ALEXANDER STEPHEN Digitally signed by ALEXANDER STEPHEN Date: 2021.07.08 07:18:11 -04'00'

frontaliers du Canada

Signature

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		2021-05-06
I		
	<u> </u>	
Name and Title of individual authorized to sign on behalf of the Contractor /	Signature	Date
Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur		

Technology Architect

TA# / #AT:

2022005619

APPENDIX 19 TO ANNEX A - TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Ressource Catégorie et Niveau Technology Architect L3 1 1 English Reliability 2021-08-08 2022-08-07 English Reliability 2021-08-08 2022-08-07 For Deliverable-Based Services Only / Pour services basés seulement sur des livrables: Required Polimerable(s) / Livrable(s) requise(s)	PART 1 (completed by the Technical/Project Author	ity) / PARTIE 1 (complète par le	Responsable technique / Chargé du projet)					
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Client Reporting Application Software System Design Document Final Version - Mobile Border Application Architecture and Design Document Final Version - Mobile Border Application Architecture and Design Document Final Version - Mobile Border Application Architecture and Design Document Final Version - Mobile Border Application Architecture and Design Document Final Version - Mobile Border Application Architecture and Design Document Final Version - Mobile Border Application Architecture and Design Document draft 1 - Unified Mobile Server Backend Architecture and Design Document draft 1 - Unified Mobile Server Backend Mobile Server Backend First draft of Document outlining the software system design and tested code submitted to coder repositories Architecture documents have been internally reviewed for shearance to CBSA architectures and standards, working and tested code submitted to coder repositories 1-Mar-22 31-Mar-22 31-Mar-22 31-Mar-22 30-Apr-22 30-Apr-22 Architecture documents have been internally reviewed for shearance to CBSA architectures and standards, working and tested code submitted to coder repositories 1-Mar-22 30-Apr-22 30-Apr-22 Architecture documents have been internally reviewed for shearance to CBSA architectures and standards, working and tested code submitted to coder repositories 1-Mar-22 31-Mar-22 30-Apr-22 31-May-22 31-May-2	Client Reporting System			em including developed and	and tested code submitted t	o code repositories	1-Jan-22	31-Jan-22
Software System Design Document Final Version - Mobile Border Application Architecture and Design Document Final Version - Application Final version of Document outlining the software system design and tested code submitted to code repositories Architecture and Design Document Final Version - Application Final version of the architecture and design of Mobile Border Application Architecture and Design Document draft 1 - Unified Mobile Server Backend including the submission on software code related to the application and tested code submitted to code repositories Architecture documents have been internally reviewed for ahearance to CBSA architectures and standards, working and tested code submitted to code repositories Architecture documents have been internally reviewed for ahearance to CBSA architectures and standards, working and tested code submitted to code repositories Architecture documents have been internally reviewed for ahearance to CBSA architectures and standards, working and tested code submitted to code repositories Architecture documents have been internally reviewed for ahearance to CBSA architectures and standards, working and tested code submitted to code repositories Architecture documents have been internally reviewed for ahearance to CBSA architectures and standards, working and tested code submitted to code repositories 1-Mar-22 30-Apr-22 31-May-22 3	_	ment Final Version -		sign of Client Reporting	ahearance to CBSA archited	ctures and standards, working	1 Eph 22	28 Eab 22
Architecture and Design Document Final Version - Mobile Border Application Architecture and Design Document draft 1 - Unified Mobile Server Backend First draft of the architecture and design of Unified Mobile Server Backend developed for the Unified Mobile Server Backend Mobile Server Backend First draft of Document outlining the submission on software code related to the application First draft of Document outlining the software system design developed for the Unified Mobile Server Backend including the Unified Mobile Server Backend Mobile Server Backend First draft of Document outlining the software system design developed for the Unified Mobile Server Backend including developed for the Unifie	,	ment Final Version -	developed for the Mobile Border app in		ahearance to CBSA archited	ctures and standards, working	14 60-22	20-1-60-22
Mobile Border Application Appl		nent Final Version -	 	sign of Mobile Border	Architecture documents have	e been internally reviewed for	1-Mar-22	31-Mar-22
Mobile Server Backend Software System Design Document draft 1 - Unified Mobile Server Backend First draft of Document outlining the software system design developed for the Unified Mobile Server Backend including developed and tested code submitted to code repositories Architecture documents have been internally reviewed for ahearance to CBSA architectures and standards, working and tested code submitted to code repositories Architecture documents have been internally reviewed for ahearance to CBSA architectures and standards, working and tested code submitted to code repositories Architecture documents have been internally reviewed for ahearance to CBSA architectures and standards, working and tested code submitted to code repositories Architecture documents have been internally reviewed for ahearance to CBSA architectures and standards, working and tested code submitted to code repositories 1-Jun-22 30-Jun-22 Architecture documents have been internally reviewed for ahearance to CBSA architectures and standards, working and tested code submitted to code repositories 1-Jul-22 31-Jul-22 31-Jul-22 31-Jul-22 31-Jul-22 31-Jul-22 Travel Requirement(s) / Exigence(s) de voyage: NONE Remote or NCR	Mobile Border Application		Application		and tested code submitted t	o code repositories	1-Apr-22	30-Apr-22
developed for the Unified Mobile Server Backend and tested software components and tested software code repositories and tested software to CBSA architectures and standards, working and tested software to CBSA architectures and standards, working and tested software to CBSA architectures and standards, working and tested code submitted to code repositories and standards, working and tested code submitted to code repositories and standards, working and tested code submitted to code repositories and standards, working and tested code submitted to code repositories and standards, working and tested code submitted to code repositories and standards, working and tested code submitted to code repositories and standards, working and tested code submitted to code repositories and standards, working and tested code submitted to code repositories and standards, working and tested code submitted to code repositories and standards, working and tested code submitted to code repositories and standards, working and tested code submitted to code repositories and standards, working and tested code submitted to code repositories and standards, working and tested code submitted to code repositories and standards, working and tested code submitted to code repositories and standards, working and tested code submitted to code repositories and tested code sub	_	nent draft 1 - Unified	Backend including the submission on so application	oftware code related to the	ahearance to CBSA archited and tested code submitted to	ctures and standards, working o code repositories	1-May-22	31-May-22
Final Architecture and Design report for Unified Mobile Server Backend Final version of the architecture and design of Unified Mobile Server Backend Final version of the architecture and design of Unified Mobile Backend Architecture and design of Unified Mobile Server Backend Final version of the architecture and design of Unified Mobile Backend Architectures and standards, working and tested code submitted to code repositories 1-Jul-22 1-Jul-22 31-Jul-22 Travel Requirement(s) / Exigence(s) de voyage: Work Location(s) / Lieu(x) de travail: Remote or NCR	, -	ment draft 1 - Unified	developed for the Unified Mobile Server		ahearance to CBSA archited	ctures and standards, working	1-Jun-22	30-Jun-22
Travel Requirement(s) / Exigence(s) de voyage: Work Location(s) / Lieu(x) de travail: Remote or NCR	Final Architecture and Design r	eport for Unified	Final version of the architecture and de	sign of Unified Mobile	Architecture documents have ahearance to CBSA architecture.	ve been internally reviewed for ctures and standards, working		
Work Location(s) / Lieu(x) de travail: Remote or NCR	Widdle Server backerid				and tested code submitted t	o code repositories	1-301-22	31-Jul-22
	Travel Requirement(s) / Exigence(s) de	e voyage:	NONE					
Additional contraints / Contraintes additionnelles:	Work Location(s) / Lieu(x) de travail:		Remote or NCR					
Additional contraints / Contraintes additionnelles:								
	Additional contraints / Contraintes add	itionnelles:						
Basis for Payment (Approved Timesheets or Deliverable Acceptance Deliverable Acceptance Maximum TA Price Payable Acceptance / Translation required: \$338,989.83			Deliverable Acc	eptance			\$	338,989.83
PART 2 (completed by the Contractor and/or the TechnicalProject Authority) / PARTIE 2 (complete par le Contractour et/ou in Responsable technique / Chargé du projet)	PART 2 (completed by the Contractor and/or the Te	chnical/Project Authority) / PARTIE	2 (complété par le Contracteur et/ou le Responsable techniques	r / Chargé du projet)				
D. Contractor Details and Estimated Costs / Détails et coûts estimés de l'entrepreneur 1) For Resource-Based Services Only / Pour services basés sur des ressources:								
Required Resource(s) / Ressource(s) requise(s) Note: once approved, only the following resources may provide services under this TA. / Nota: une fois approuvée, seules les ressources suivantes peuvent fournir des services sous la présente AT	Required Resource(s) / Ressource(s) r Note: once approved, only the following resources in	requise(s) may provide services under this TA. / N	Nota : une fois approuvée, seules les ressources suivant	es peuvent fournir des services sous la	présente AT			
Resource Name / Nom du ressource Resource Category and Level / Catégorie de ressource et Niveau Resource Name / Nom du ressource Resource Category and Level / Catégorie de ressource et Niveau Resource Name / Nom du ressource Resource Category and Level / Catégorie de ressource et Niveau Resource Name / Nom du ressource Resource Category and Level / Categorie de ressource et Niveau Resource Name / Nom du ressource Resource Category and Level / Categorie de ressource et Niveau Resource Name / Nom du ressource Resource Category and Level / Categorie de ressource et Niveau Resource Name / Nom du ressource Resource Category and Level / Categorie de ressource et Niveau Resource Name / Nom du ressource Resource Name / Nom du resource Resource Name / No	Resource Name / Nom du ressource							

TA# / #AT:

2022005619

APPENDIX 19 TO ANNEX A - TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

TOTALISE THE PROPERTY OF THE P						
2) For Deliverable-Based Services Only / Pour services basés s	ur livrables seulement	•	•	•	•	
Required Deliverable(s) / Livrable(s) requis						
Deliverable Name / Nom du livrable	Expected Start Date	Expected Submission Date / Date prévue de la soumission	Expected Acceptance Date / Date prévue de l'acceptation			Estimated Cost
Software System Design Document draft 1 - ArriveCAN Proc	8-Aug-21	31-Aug-21	31-Aug-21	1-Sep-21		
Software System Design Document Final version - ArriveCAN	1-Sep-21	30-Sep-21	30-Sep-21	1-Oct-21		
Architecture and Design Document draft 1 - Mobile Border	1-Oct-21	31-Oct-21	31-Oct-21	1-Nov-21		
Architecture and Design Document draft 1 - Client Reporting	1-Nov-21	30-Nov-21	30-Nov-21	1-Dec-21		
Software System Design Document draft 1 - Client Reporting	1-Dec-21	31-Dec-21	31-Dec-21	1-Jan-22		
Software System Design Document final version - Client Rep	1-Jan-22	31-Jan-22	31-Jan-22	1-Feb-22		
Architecture and Design Document Final Version - Client Rep	1-Feb-22	28-Feb-22	28-Feb-22	1-Mar-22		
Software System Design Document Final Version - Mobile Bo	1-Mar-22	31-Mar-22	31-Mar-22	1-Apr-22		
Architecture and Design Document Final Version - Mobile Bo	1-Apr-22	30-Apr-22	30-Apr-22	1-May-22		
Architecture and Design Document draft 1 - Unified Mobile	1-May-22	31-May-22	31-May-22	1-Jun-22		
Software System Design Document draft 1 - Unified Mobile	1-Jun-22	30-Jun-22	30-Jun-22	1-Jul-22		
Final Architecture and Design report for Unified Mobile Serv	1-Jul-22	31-Jul-22	31-Jul-22	1-Aug-22		
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 By signing this TA, the authorized CBSA Technical Authority and/or the PWGSC Contractic		Total Estimated Cost for TA Sc		t total estimatif pour l'énoncé d	es travaux de la AT (AT-EDT):	TBC \$ 338,989.8 e cette AT est conforme aux conditions du contr
Name of Authorized CBSA Technical Authority / Nom du client autorisé			Name of Contracting Authority / N	Nom de l'autorité contractante		
Name of Authorized CBSA Technical Authority / Nom du client autorisé Signature YOUNG MEGAN Digitally signed bate: 2021.07.15		Date	Name of Contracting Authority / N Signature	Nom de l'autorité contractante		Date

PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

By signing this TA, the authorized Contractor representative certify(ies) that the Contractor will execute the TA Scope of Work as defined by the conditions of the Contract.	e above TA and in accordance with the	
Name of Authorized Contractor Individual / Nom de la personne autorisée à signer au nom de l'entrepreneur		Title of Authorized Contractor Individual / Titre de la personne autorisée à signer au nom de l'entrepreneur
Name of Additional Ontractor individual / North de la personne additione à signer ad individe l'antraplement		The of Authorized Contractor individual / The Genal personale authorised a signer authority de renireprenau
	Date	

ТАЅКАИТ	THORIZATION (TA)
Contractor: TRM Technologies Inc.	Contract Number: 5500001079
Task Number: 2022003188	Date: June 23, 2021
Amendment Number:	Date:

1. Description of service(s) to be delivered/provided as per the Statement of Work

TASKS

Activities may include, but are not limited to, the following:

- Attend meetings
- Evaluate hardware and software relative to their ability to support specified requirements;
- Review computer software systems, security controls and data requirements;
- Conduct security architecture and design reviews and provide advice;
- Participate in security code reviews and penetration testing;
- · Prepare Threat & Risk Assessments and other certifications and/or assessments as required; and,
- · Prepare and review other security documentation as required.
- Tailor the ITSG-33¹ controls set to the specific scope of assessment in order to provide security requirements.
- Provide advise and guidance on the implementation of security controls.
- Review technical documents such as Architecture and Design Specifications (ADS), Concept of Operations (CONOPS) to provide comments/feedback.
- Perform Security Assessments and Security Reviews.
- Prepare Technical Security Review Product (TSR-P) reports AWS (Authorization requests based on level of complexity as defined in the approved CBSA task: Moderate 5-10 days; Complex 10-20 days)
- Prepare a security requirement/security profile list of ISTG-33 security controls for project/release (Authorization requests based on level of complexity as defined in the approved CBSA task: Simple 1-5 days; Moderate 5-7 days; Complex 7-15 days)
- Prepare Security Assessment Reports (Preliminary/Critical/Final) (Authorization requests based on level of complexity as defined in the approved CBSA task: Simple 1-10 days; Moderate 11-30 days; Complex 31-90 days)

DELIVERABLES

SA&A IT security risk management artifacts to be delivered in MS Word format:

- IT Security Assessment Plan document
- Statement of Sensitivity Report
- Threat Assessment (TA) report
- Threat and Risk Assessments (TRA) report
- Security Assessment Report (SAR)
- Technical Security Reviews (TSR)
- TRA Plan of Action and Milestones document
- IT security assessment/certification letter
- IT security authorization/accreditation letter
- SA&A Package

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¹ IT Security Risk Management: A Lifecycle Approach (ITSG-33): https://www.cyber.gc.ca/en/guidance/it-security-risk-management-lifecycle-approach-itsg-33

2. PERIOD OF SERVICES	From: June 2	8, 2021	To:	June 27, 2022				
3. Service Location	CBSA Offices with	CBSA Offices within the NCR and/or offsite at the Contr						
4. Travel Requirements	[]Yes [X]No							
5. Other Conditions/Restraints	[]Yes [X]No]Yes [X]No Specify:						
6. Basis of Payment	Limitation of Expe	enditure [X]	Ceiling Price []	Firm Price []				
7. METHOD OF PAYMENT:	[X] Mo	nthly	[] Mile	stones				
8. LEVEL OF SECURITY CLEARANGE	CE REQUIRED FOR TH	E CONTRACTOR	'S PERSONNEL					
[] Reliability [X] Secret								
9. LANGUAGE OF WORK								
Language of service(s) to be delivered/provided	[X] English	[X] English						
	TA Pro	posal						
10. Estimated Cost Contract								
Resource Category & Name of Pro	posed Resource	Firm Per Diem Rate	Estimated level of days of effort	Total				
C.3. Information Technology Securi Assessment and Certification and A Analyst				\$234,950.00				
C.3. Information Technology Securi Assessment and Certification and A Analyst				\$234,950.00				
			Sub-Total Price:	\$469,900.00				
			Tax (HST):	\$61,087.00				
		Total I	Price Including Tax:	\$530,987.00				
	ТА Арр	roval						
11. Signing Authorities								
Name and Title of Individual Author Behalf of Contractor Gareth Wadey	ized to Sign on	Signature.		Date Jan				

Name and Title of CBSA Project Authority	Signature	Date
Carole Hargrave	Digitally signed by HARGRAVE HARGRAVE CAROLE Date: 2021.06.23 08:37:06-04'00'	
Name and Title of Individual Authorized to Sign on Behalf of the CBSA SPD Meagan Leclair	Signature LECLAIR Distally signed by LECLAIR ME DN: Crea, Orgc, OU-ccra-edire CN-LECLAIR MEAGAN + SERIALNUMBER-2017-3841011 Reason; I om the author of this Location; your signing location h 1 Outs: 2021-08-23 08:43-24 Food Phantempor Version; 10.	OU=PERSONNEL, 39252 ocument we

12. Basis of Payment & Invoicing

Payment to be made based on receipt of a detailed invoice for services rendered, subject to acceptance by the Technical/Project Authority.

Electronic submission of original invoices must be sent to the Technical/Project Authority identified in the Contract.

All invoices must be as per contract terms and conditions.

DN (TA)
Contract Number: 5500001079
Date: June 23, 2021
Date: July 13, 2021

TA Request

Amendment 01 is raised to change the TA number from 2022003188 to 2022005627 due to a CAS systems issue.

1. Description of service(s) to be delivered/provided as per the Statement of Work

TASKS

Activities may include, but are not limited to, the following:

- Attend meetings
- Evaluate hardware and software relative to their ability to support specified requirements;
- Review computer software systems, security controls and data requirements;
- Conduct security architecture and design reviews and provide advice;
- Participate in security code reviews and penetration testing;
- Prepare Threat & Risk Assessments and other certifications and/or assessments as required; and,
- Prepare and review other security documentation as required.
- Tailor the ITSG-33¹ controls set to the specific scope of assessment in order to provide security requirements.
- Provide advise and guidance on the implementation of security controls.
- Review technical documents such as Architecture and Design Specifications (ADS), Concept of Operations (CONOPS) to provide comments/feedback.
- Perform Security Assessments and Security Reviews.
- Prepare Technical Security Review Product (TSR-P) reports AWS (Authorization requests based on level of complexity as defined in the approved CBSA task: Moderate 5-10 days; Complex 10-20 days)
- Prepare a security requirement/security profile list of ISTG-33 security controls for project/release (Authorization requests based on level of complexity as defined in the approved CBSA task: Simple 1-5 days; Moderate 5-7 days; Complex 7-15 days)
- Prepare Security Assessment Reports (Preliminary/Critical/Final) (Authorization requests based on level of complexity as defined in the approved CBSA task: Simple 1-10 days; Moderate 11-30 days; Complex 31-90 days)

DELIVERABLES

SA&A IT security risk management artifacts to be delivered in MS Word format:

- IT Security Assessment Plan document
- Statement of Sensitivity Report
- Threat Assessment (TA) report
- Threat and Risk Assessments (TRA) report
- Security Assessment Report (SAR)
- Technical Security Reviews (TSR)
- · TRA Plan of Action and Milestones document

¹ ITSecurity Risk Management: A Lifecycle Approach (ITSG-33); https://www.cyber.gc.ca/en/guidance/it-security-risk-management-lifecycle-approach-itsg-33

ASFC - Divulgation en vertu de la loi sur l'Accès à

 IT security assessment/certifi IT security authorization/accr SA&A Package 					
2. PERIOD OF SERVICES	From:	June 28	3, 2021	To:	June 27, 2022
3. Service Location	CBSA Offi	ces withi	n the NCR and/	or offsite at the Contra	actor's site
4. Travel Requirements	[] Yes [[X] No			
5. Other Conditions/Restraints	[]Yes [
6. Basis of Payment	Limitation	Firm Price []			
7. METHOD OF PAYMENT:		[X] Mo	nthly	[] Mile	stones
8. LEVEL OF SECURITY CLEARANCE	E REQUIRED	FOR TH	E CONTRACTO	R'S PERSONNEL	
[] Reliability [X] Secret					
9. LANGUAGE OF WORK					
Language of service(s) to be delivered/provided [X] English					
		TA Pro	posal		
10. Estimated Cost Contract					
Resource Category & Name of Prop	osed Resou	ırce	Firm Per Diem Rate	Estimated level of days of effort	Total
C.3. Information Technology Securit Assessment and Certification and Ac Analyst		d Risk			\$234,950.00
C.3. Information Technology Securit Assessment and Certification and Ac Analyst		d Risk			\$234,950.00
				Sub-Total Price:	\$469,900.00
				Tax (HST):	\$61,087.00
			Total	Price Including Tax:	\$530,987.00
		ТА Арр	roval		<u> </u>
11. Signing Authorities					

Name and Title of Individual Authorized to Sign on Behalf of Contractor	Signatúre	Date 135m-y	,202
Name and Title of CBSA Project Authority Carole Hargrave	Signature HARGRAVE CAROLE Date: 2021.07.13 1		
Name and Title of Individual Authorized to Sign on Behalf of the CBSA SPD Meagan Leclair	Signature LECLAIR DN: C-ca, O-gc, OU-cora-ad CN-LECLAR N.EAGAN + SERVALNUMBER-201734816 Reason: 1 am the author of Int Location; your signing location: Location; your signing location: Foxt PrientomPDF Version: 1	d OU=PERSONNEL, 1939252 document tere	

12. Basis of Payment & Invoicing

Payment to be made based on receipt of a detailed invoice for services rendered, subject to acceptance by the Technical/Project Authority.

Electronic submission of original invoices must be sent to the Technical/Project Authority identified in the Contract.

All invoices must be as per contract terms and conditions.

	TACKA HTHODIZA	TION/TAX	
Contractor: TRM Technologies Inc.	TASKAUTHORIZA	ContractNumber: 5500	<u> </u>
Task Number: 2022005627		Date: June 23, 2021	700 107 2
Amendment Number: 2		Date: August 11, 2021	Walliam Committee Committe
Description of service(s) to be deliv	TA Reque (For completion by Pro ered/provided as per the St	ject Authority)	
TASKS Activities may include, but are not limite • Attend meetings	ed to, the following:		
 Evaluate hardware and software relative Review computer software systems, see Conduct security architecture and design 	curity controls and data requ gn reviews and provide advic	irements;	
 Participate in security code reviews an Prepare Threat & Risk Assessments and Prepare and review other security doc 	other certifications and/or a	assessments as required; and,	
 Tailor the ITSG-331 controls set to the requirements. Provide advise and guidance on the improvide advise advise advise and guidance on the improvide advise advise advise and guidance advise /li>	specific scope of assessment	,	
Review technical documents such as Ai Operations (CONOPS) to provide commer Perform Security Assessments and Secu-	rchitecture and Design Specif hts/feedback.		
 Per form Security Assessments and Secu- Prepare Technical Security Review - Prepare of complexity as defined in the apple of complexity requirement/security requirement/security requirement/security 	roduct (TSR-P) reports - AWS proved CBSA task: Moderate 5	i-10 days; Complex 10-20 days	5)
(Authorization requests based on level o 1-5 days; Moderate 5-7 days; Complex 7-	f complexity as defined in the 15 days)	e approved CBSA task: Simple	
 Prepare Security Assessment Reports (I level of complexity as defined in the app Complex 31-90 days) 			"
DELIVERABLES SARA IT security risk management artifa • IT Statement of Sensitivity Report	acts to be delivered in MS Wor	d format:	
Threat Assessment (TA) report Threat and Risk Assessments (TRA) rep Security Assessment Report (SAR)	ort		
Technical Security Reviews (TSR) The River of Author and Hillstone devices	· t		
 TRA Plan of Action and Milestones docu IT security assessment/ certification le 			
IT security authorization/accreditation SA&A Package			
2. PERIOD OF SERVICES	From: June 28, 202	1 To:	June 27, 2022
3. Service Location	CBSA Offices within the	NCR and/or offsite at the	Contractor's site
4. Travel Requirements	[]Yes [X]No		
5. Other Conditions / Restraints	[] Yes [X] No Speci	fy:	
6. Basis of Payment 7. METHOD OF PAYMENT:	Limitation of Expendi	ture [X] Ceiling Price	e [] Firm Price []
, meritor of rathlett.			
[] Single	[X] Monthl		[] Milestones
8. LEVEL OF SECURITY CLEARANCE	E REQUIRED FOR THE CO	NTRACTOR'S PERSONNEL	

[] Reliability [X] Secret

9. LANGUAGE OF WORK
Language of service(s) to be
delivered/provided

[X] English

10. Estimated Cost Contract	Ţ	A Proposal			
Resource Category & Name of Proposed Resource	Firm Per Diem Rate	Estimated level of days of efforts		Total	
C.3. Information Technology Security Threat and Risk Assessment and Certification and Accreditation Analyst			\$234,950.00		
C.3. Information Technology Security Threat and Risk Assessment and Certification and Accreditation Analyst			\$234,950.00		
		Si	ub-Total Price;	\$469,9	00.00
		Тах	(GST or HST):	\$61,08	7.00
		Total Price	Including Tax:	\$530,9	87.00
11. Signing Authorities	T	Approval			
Name and Title of Individual Authoriz Behalf of Contractor	ed to Sign on	Signature		<u> </u>	Date Aug 12 2021
					2021
Name and Title of CBSA Project Author	ority	Signature HARGRAVE CAROLE	(Digitally signed by F CAROLE Date: 2021.08.11 11: -04'00'		Date
Name and Title of Individual Authoriz Behalf of the CBSA SPD	ed to Sign on	LECLAIR MEAGAN	Pagantal are the outlear of	adrc, CLAIR MEAGAN 48101939252 this document ion here	Date
12. Basis of Payment & Invoicing					<u>l</u>
Payment to be made based on receip Technical/Project Authority.	t of a detailed in	nvoice for services rer	dered, subject t	o accep	tance by the
Electronic submission of original invoi Contract.	ices must be ser	nt to the Technical/Pro	ject Authority i	dentified	in the
All invoices must be as per contract t	erms and condit	ions.			

TASK AUTHORIZATION (TA)			
Contract Number: 5500001079			
Date: July 15, 2021			
Date:			

1. Description of service(s) to be delivered/provided as per the Statement of Work

TASKS

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- Attend meetings
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- Review computer software systems, security controls and data requirements;
- Conduct security architecture and design reviews and provide advice;
- Participate in security code reviews and penetration testing:
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- Provide advise and guidance on the implementation of security controls.
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- Security Assessment Report (SAR)
- Technical Security Reviews (TSR)
- TRA Plan of Action and Milestones document
- IT security assessment/certification letter
- IT security authorization/accreditation letter
- SA&A Package

¹ IT Security Risk Management: A Lifecycle Approach (ITSG-33); https://www.cyber.gc.ca/en/guidance/it-securityrisk-management-lifecycle-approach-itsg-33

2. PERIOD OF SERVICES	From: July 20), 2021	To:	June 27, 2022
3. Service Location	CBSA Offices within the NCR and/or offsite at the Contractor's site			
4. Travel Requirements	[]Yes [X]No			
5. Other Conditions /Restraints	[]Yes [X]No Specify:			
6. Basis of Payment	Limitation of Expe	enditure [X]	Ceiling Price[]	Firm Price []
7. METHOD OF PAYMENT:	[X]Mo	onthly	[] Mile	stones
8. LEVEL OF SECURITY CLEARANCE	REQUIRED FOR TH	IE CONTRACTOR'	S PERSONNEL	
[] Reliability [X] Secret				
9. LANGUAGE OF WORK				
Language of service(s) to be delivered/provided	[X] English			
	TA Pro	posal		
10. Estimated Cost Contract				
Resource Category & Name of Prop	osed Resource	Firm Per Diem Rate	Estimated level of days of effort	Total
C.3. Information Technology Security Assessment and Certification and Acc Analyst				\$222,000.00
C.3. Information Technology Security Assessment and Certification and Acc Analyst				\$222,000.00
C.3. Information Technology Security Assessment and Certification and Acc Analyst				\$222,000.00
C.3. Information Technology Security Assessment and Certification and Acc Analyst				\$222,000.00
		I	Sub-Total Price:	\$888,000.00
			Tax (HST):	\$115,440.00

	Total Price Including Tax:	\$1,003,440.00
TA A _F	pproval	
11. Signing Authorities		
Name and Title of Individual Authorized to Sign on Behalf of Contractor	Signature	Date 16 July 2021
Name and Title of CBSA Project Authority Carole Hargrave	Signature HARGRAVE CAROLE Date: 2021.07.16 08:05:45-0	
Name and Title of Individual Authorized to Sign on Behalf of the CBSA SPD Meagan Leclair	Signature LECLAIR MEAGAN Digitally signed by LECC ON: Corp. O-by. CVE- CNEEDLAIR SIGNAL JULIUSER: 2011 MEAGAN Doller: 2021-07-16-08-16 Food Pintendrop For Water	cra-adre, d'U=PERSONNEL, ¥ + 3348101939252 r of this document ocation heb 62

12. Basis of Payment & Invoicing

Payment to be made based on receipt of a detailed invoice for services rendered, subject to acceptance by the Technical/Project Authority.

Electronic submission of original invoices must be sent to the Technical/Project Authority identified in the Contract.

All invoices must be as per contract terms and conditions.

TA:	SK AUTHORIZATION	
Contractor: CACHE CONSULTING Outlined agreement # : 5500001067		
Task #: TA008	Original requisition (RVReq)# : 1000354209	
TA PO #: 2022006101		
TA Requisition #: 1000358468	Date: July 19, 2021	
Amendment Number (if applicable):	Financial coding : 251050000	

1. TA Request

2. Background / Objective:

Canada Border Services (CBSA) have embarked on a journey to modernize the procurement processes and supporting tools that will alleviate the burden on management and staff to maintain an expected level of service to its stakeholders.

SAP Ariba is the first step in implementing SAP's suite of SaaS solutions as CBSA move from ECC to SAP S/4Hana. This will enable CBSA to standardize processes, gain expertise with the new Ariba solution and start capturing the expected benefits that Ariba brings; positioning us well to ultimately adopt Government of Canada Enterprise e-Procurement Solution (GC-EPS) and move to S/4. SAP Ariba scope includes Buying and Invoicing, Sourcing, Contracting, and Supplier Enablement. We also have some courseware development require for our SAP Analytics suite as well

3. Tasks

This resource is required to design, develop, and deliver training to CBSA Stakeholders relating to CBSA's procurement processes and SAP Ariba and SAP Analytics.

Courseware Developer, SAP Training may be required, but not limited to, to perform the following:

- 3.1.1 Perform needs assessment/analysis for training purposes
- 3.1.2 Plan and monitor training projects
- 3.1.3 Perform job, task, and/or content analysis
- 3.1.4 Write criterion-referenced, performance-based objectives
- 3.1.5 Recommend instructional media and strategies
- 3.1.6 Develop performance measurement standards
- 3.1.7 Develop web-based training materials
- 3.1.8 Provide online training tools
- 3.1.9 Prepare end-users for implementation of courseware materials
- 3.1.10 Communicate effectively by visual, oral, and written form with individuals, small group, and in front of large audiences

4. Deliverables and Associate Schedule

The following deliverables will be provided to the technical authority:

Deliverables	Schedule
Lead Stakeholder engagement sessions related to training design, development, and delivery	July 2021 - Dec 31st 2021
Various sessions involving multiple resources	

TASK AUTHORIZATI	ON
 Internal Stakeholders (OCM, Business Process Owners, Super user community) 	
- Review To-Be Solution and design training curriculum	July 2021 – Dec 31st 2021
Assist with the development of the training schedule and plan	July 2021 – Dec 31st 2021
Develop recommendation for training development tools	July 2021
Develop Training Documentation;	July 2021 - October 2021
- Using agreed training development tools such as (but not limited to) MS Office products: Word, PowerPoint, Excel, Visio, and MS Teams develop training materials for CBSA Procurement processes and SAP Ariba functionality:	
Assist with Super User/SME training for User Acceptance Testing	August 2021
Create training exercises and required data for instructor led training	August 2021 – Sept 2021
Perform Quality Review and Revision based on established standards.	July 2021 - October 2021
Deliver Train the Trainer training on the processes and modules identified above	September 2021
Support Delivery of Training to End Users	October 2021 – March 2022
Coordinate translation process for training	
Weekly status report / progress reports which at a minimum includes: Significant Accomplishments: Showing all activities completed during the previous period Planned Accomplishments: Showing all activities planned for the next period Unplanned Activities: Showing all activities completed which were not planned for the period	Weekly

	TASKA	UTHORIZATIO	N		
issues, with prol	I Mitigation: Identify all ropability of occurrence, in additional mitigate the risks				
5. Format of Delive	5. Format of Deliverables				
The format of the delivera	bles is to be specified h	ere.			
6. Documents to b	e delivered using Micı	rosoft word, Po	wer Point, and exc	el (if all required)	
SAP BW and SAP ECC					
2. PERIOD OF SERVICES	From: TA Award 202	21 T	o: March 31 2022		
3. Work Location	355 N. River Road, 0	Ottawa, Ontario	*** At home throug	h Covid	
4. Other Conditions //Restraints	[]Yes [x]No	Specify:			
5. Travel	[]Yes [x]No	Specify:			
6. Basis of Payment	Limitation of Expendit	ure [x] Ceilin	g Price [] Firm Pr	ice[]	
7. METHOD OF PAYMENT:	[] Single	[x] Monthly	[] Milestones	3	
8. LEVEL OF SECURITY	CLEARANCE REQUIR	ED FOR THE C	ONTRACTOR'S PE	RSONNEL	
[] Reliability Status	[] Confidential	[X] Secre	t [] Not Appli	cable	
9. BILINGUALISM (if app	,	•			
[] English and French [] French [x] English					
		A Proposal etion by Contr	actor]		
10. Estimated Cost Contract					
Category of Proposed		Firm Per Diem Rate	Estimated # of Days	Total cost	
Courseware Development				\$160,200	
Sub-total Professional Fees: \$160,200					
HST : \$20,826					
			Total:	\$181,026	
	T	A Approval			
11. Signing Authorities					
			of Authorized entatives	Date	
Name & Title of Individual on Behalf of Contractor:	Authorized to Sign			July 19th, 2021	

TASK	AUTHORIZATIO	N	
Name & Title of the Project Authority: Chris Lanoue	LANOUE CHRIS	Digitally signed by LANOUE CHRIS Date: 2021.07.19 12:51:41 -04'00'	
Name & Title of Contracting Authority for CBSA (if required): Stephanie Nachar	NACHAR STEPHANIE	Digitally signed by NACHAR STEPHANIE Location: Montreal Date: 2021-07-19 12: 32:46	

12. Invoicing

Payment to be made based on receipt of detailed invoices for services rendered, subject to full acceptance by the Project Authority. Total of payments not to exceed the grand total.

The supplier should invoice in ½, ½, ¾ or whole day increments. For example 1.00, 1.25, 1.50 or 1.75 days.

Invoices must be sent electronically via email to: wendors-fournisseurs@cbsa-asfc.gc.ca

Financial Coding: CCTR 251050000

Contract Number / Numéro du contrat : Contractor Name / Nom du Contracteur :

A. General Information / Informations générales

Travaux publics et Services gouvernementaux Canada

47060-197627/002

Adirondack

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

Task Authorization (TA) No. № de l'autorisation de tâches (AT) :	STOT No. № de l'EDT :	Financial Coding Code financier :			Response required by Réponse requise d'ici le :
2022006162	1000360023	195040030		2021-06-07	2021-06-14
B. For Amendments Only / Aux fins de modificati	on seulement				
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la modification :					
C. TA Requirements / Exigences relatives à l'AT					
Required Resource(s) / Ressource(s) requise(s)					
Category and Leve Catégorie et Nivea		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)		Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Business Analyst (Data Analyst / Data	Quality Analyst) Level 2		E	nglish	Secret
Statement of Work (tasks, deliverables, reports, etc.) / Éno	ncé des travaux (tâches, livrables, rappo	rts, etc.)			
See attached / Voir pièce jointe					
Period of Services / Période de service:	July 26, 2021				
Initial Start Date / Date de début initiale :]	Initial End Date	/ Date de fin initiale :	July-05-2022
Extented End Date (See Reason for the Amendment) / Da	te de fin prolongée (voir Raison pour la m	nodification):			
☐ Option To Extend Initial End Date / Option pour prolon	ger la date de fin initiale				
Optional End Date(s) / Date(s) de	fin optionnelle(s)		Status / Sta	atut	
			O In Effect / er	vigueur	
	-1-				
Travel Requirement(s) / Exigence(s) de voyage : Work Location(s) / Lieu(x) de travail :	n/a Vanier Towers, 333 North River	Poad	Ontario		
PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PA	·		Official		
Contractor Resource(s) and Estimated Cost / Res Note: once approved, only the following resources may provide services under this TA. / Nota					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
/Business Analyst (Data Analyst / Data Quality Analyst) Level 2					\$234,000.00
			Estimat	ed Cost / Coût estimatif	\$234,000.00
		Total Estimated Travel and Living Cos	st / Coût total estim	atif de voyage et de vie	\$0.00
				HST @ 13%	\$30,420.00
		To	tal Estimated Cos	t / Coût total estimatif	\$264,420.00
					1 of 2

Check applicable Basis of Payment / Cocher la Base de Paiement applicable :		Maximum Price / Prix Maximum :	Х	Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANADA / PAR	RTIE 3 - APPROBATION DE L'A	AT PAR LE CANADA			
By signing this TA, the Technical Authority, the representative from Contracting Authority certify(ies) that the content of this TA is in ac		En apposant sa signature sur l'AT, l'auto contractante de TPSGC atteste(nt) que le			
The client's authorization limit is \$300,000. When the value of a TA Taxes) is in excess of this limit, the TA must be signed by the auth Contracting Authority for authorization.		La limite d'autorisation du client est \$300 (excluant les taxes applicables) dépasse contractante de TPSGC pour autorisation	cette limite, l'AT doit être		
Jeff Carr					
Name of Technical Authority / Nom de l'autorité technique Digitally signed by CARR CARR JEFFREY Date: 2021.06.10 09:12:22 -04'00'	Date	Name of Contracting Authority / Nom de PROULX SOPHON	Digitally signed by PRC DN: C=ca. O=gc. OU=c	cra-adrc, OU=PERSONNEL, N + SERIALNUMBER=20041761528 r of this document ocation here ::48	Date 08603
Signature		Signature			
Name of the representative from the SPMMD of CBSA / Nom d'un représentant de la DAGBS de l'ASFC	Date	-			
Signature					
PART 4 - CONTRACTOR SIGNATURE / PAR	RTIE 4 - SIGNATURE DU CONT	RACTEUR			
					June 10, 2021
Name and Title of individual authorized to sign on behalf of the Co Nom et titre Signature de la personne autorisée à signer au nom d		Signature			Date

TA	SK AUTHORIZATION	
Contractor: CACHE CONSULTING	Outlined agreement # : 5500001067	
Task #: TA009	Original requisition (RVReq)# : 1000363414	
TA PO #: 2022006168		
TA Requisition # : 1000363414	Date:2021-07-12	
Amendment Number (if applicable): N/A	Financial coding : 251050000	

1. TA Request

2. Background / Objective:

Canada Border Service Agency (CBSA) is currently assessing its SAP footprint in Corporate Administration System (CAS) in order to accommodate the increase in senior management business requirements. Since its initial inception, CBSA's analytics solution rapidly gained momentum and it has become apparent that CBSA needs to revise existing functionality, identify and analyze existing and imminent gaps, and develop the solution design.

3. Tasks

The resource(s) is required to review our SAP Business Warehouse landscape and to work with our internal staff to help develop new reports to meet client requirements.

SAP Functional Analyst (BOBJ – Business Objects) may be required, but not limited to, to perform the following:

- 3.1 Review relevant background documents including existing business processes and enduser and policy requirements provided by CBSA to obtain contextual information of the scope of work;
- 3.2 Work with internal Stakeholders to better understand and identify gaps in the current process:
- 3.3 Participate in working group sessions internally and externally, and conduct external consultations:
- 3.4 Provide assistance and support to CBSA Project Manager / Functional & Technical Authority;
- 3.5 Develop Detailed Design Documentation;
- 3.6 Provide Supporting Documentation;
- 3.7 Configure using BOBJ tools
- 3.8 Provide Expert advice and support to BOBJ staff
- 3.9 Submit status/progress report on tasks progress in MS Word format on a weekly basis;
- 3.10 Analysis and Development in BW where required

3. Deliverables and Associate Schedule

The following deliverables will be provided to the technical authority:

Deliverables	Schedule
Lead Stakeholder engagement sessions	July 2021 to Mar 31st 2022
Various sessions involving multiple resources	

 External Stakeholders some examples depending on solution (Treasury Board, Canada Revenue Agency, Royal Canadian Mounted Police, Health Canada) Internal Stakeholders (Business Process 	
Owners, Executives, Super user community)	
Configure Develop and Test reports, Queries - Using Webl, Design Studio and other tools that fall under the SAP BOBJ suite.	July 2021 to Mar 31st 2022
Develop Draft Detailed Design Documentation; Based on industry, Government direction and internal stakeholder requirements draft a detailed design document using word.	July 2021 to Mar 31 st 2022
Weekly status report / progress reports which at a minimum includes:	Weekly
 Significant Accomplishments: Showing all activities completed during the previous period Planned Accomplishments: Showing all activities planned for the next period Unplanned Activities: Showing all activities completed which were not planned for the period 	
Risk, Issues and Mitigation: Identify all risks and issues, with probability of occurrence, impact, and measures applied to mitigate the risks	

4. Format of Deliverables

The format of the deliverables is to be specified here.

• Documents to be delivered using Microsoft word, Power Point, and excel (if all required)

SAP BOBJ (Business Objects tools)

2. PERIOD OF SERVICES	From: TA	award		To: March 31st 2022
3. Work Location	355 N. Riv	er Road, C	Ottawa, Ont	ario *** At home through Covid
4. Other Conditions /Restraints	[]Yes	[x]No	Specify:	
5. Travel	[]Yes	[x] No	Specify:	
6. Basis of Payment	Limitation	of Expendit	ure [x] Ce	iling Price [] Firm Price []

	TASK AUTHORIZA	TION	
7. METHOD OF PAYMENT: [] Single	[x] Monthly	[] Milestones	
8. LEVEL OF SECURITY CLEARANCE F	REQUIRED FOR TH	E CONTRACTOR'S PER	SONNEL
[X] Reliability Status [] Confider	ntial [] Sed	ret [] Not Applica	ble
9. BILINGUALISM (if applicable)			
[] English and French [] French [x	j English		
[Fo	TA Proposal r completion by Co	ntractor]	
10. Estimated Cost Contract			
Category of Proposed Resource and name	Firm Per Diem Rate	Estimated # of Days	Total cost
SAP BOBJFY 2022			192,150.00\$
	Sub-to	otal Professional Fees:	192,150.00\$
		HST:	24,979.50\$
		Total:	217,129.50\$
	TA Approval		
11. Signing Authorities			
	Signatures of Auth	norized Representatives	Date
Name & Title of Individual Authorized to Sign on Behalf of Contractor:			July 20, 2021
Name & Title of the Project Authority:	LANOUI CHRIS Chris Lanoue Director SSMD	Digitally signed by LANOUE CHRIS Date: 2021.07.20 09:27:50 -04'00'	2021-01-14
Name & Title of Contracting Authority for CBSA (if required): Stephanie Nachar	NACHAR STEPHANIE	Digitally signed by NACHAR STEPHANIE Location: Montreal Date: 2021-07-19 16:16:12	
12. Invoicing			
Payment to be made based on receipt of by the Project Authority. Total of payment			ct to full acceptance
The supplier should invoice in $\frac{1}{4}$, $\frac{1}{2}$, $\frac{3}{4}$ or	whole day incremer	ts. For example 1.00, 1.2	5, 1.50 or 1.75 days.
Invoices must be sent electronically vi	a email to: vendors-	fournisseurs@cbsa-asfc.	gc.ca
Financial Coding: 251050000			



Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

A. General Information / Informations	générales_				
Contract Number / Numéro du contrat :	47419-223800/002	/EL			
Contractor Name / Nom du Contracteur :	Donna Cona				
Task Authorization (TA) No. № de l'autorisation de tâches (AT)	Commitment No. N° de l'engagement	Financial C Code finar	•	Date of Issuance Date d'émission	Response required by Réponse requise d'ici le
2022006231	1000361339	1950 400 30 C-00016-2		2021-07-06	2021-07-12
B. For Amendments Only / Aux fins de	modification seulem	<u>nent</u>			
Amendment No. / Nº de la modification : Reason for the Amendment / Raison pour la r	nodification:				
C. TA Requirements / Exigences relati	vos à l'AT				
Required Resource(s) / Ressource(s) requise					
Category and Level Catégorie et Niveau		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	_	ic Profile / Profile nguistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Technology Architect (Data Warehou	ıse) - Level 2	10 40 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0		English	Reliability/ Secret
Statement of Work (tasks, deliverables, repor See attached / Voir pièce jointe	ts, etc.) / Énoncé des trav	vaux (tâches, livrable	s, rapports, etc	s.):	
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :	26-Jul-2021		Initial End Da	ite / Date de fin initiale :	07-Jul-2022
Extented End Date (See Reason for the Amer	ndment) / Date de fin prol	longée (voir Raison p	our la modifica	ition):	
☐ Option To Extend Initial End Date / Option	n pour prolonger la date	de fin initiale			
Optional End Date(s) / Date(s) de fil	n optionnelle(s)		S	tatus / Statut	
			O In	Effect / en vigueur	
Travel Requirement(s) / Exigence(s) de voyage :	None				

Work Location(s) / Lieu(x) de travail :	National Capital Re	egion, Ottawa			
PART 2 (completed by the Contractor and/or the Technical/Proje	ect Authority) / PARTIE 2 (c	complété par le Contracteur et/ou	le Responsable techn	ique / Chargé du projet)	
Contractor Resource(s) and Estimated Note: once approved, only the following resources may provide services					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
Tech Arch (Data Warehouse) L2					\$232,300.00
			Estima	ted Cost / Coût estimatif	\$232,300.00
	Total Estimated Trave	el and Living Cost / C	Coût total estir	natif de voyage et de vie	\$0.00
				HST @ 13%	\$30,199.00
		Total E	Estimated Co	st / Coût total estimatif	\$262,499.00
Check applicable Basis of Pa Cocher la Base de Paiement a	•	Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	
By signing this TA, the authorized client authority and Authority certify(ies) that the content of this TA is in a conditions of the Contract. The client's authorization limit is \$300,000. When the amendments (excluding Applicable Taxes) is in exceed be signed by the authorized client and forwarded to the Authority for authorization. Nathalie Gaul Name of Technical Authority / Nom de l'autorité technique GAUL NATHALIE Signature	e value of a TA and its so of this limit, the TA must	atteste(nt) que le conter La limite d'autorisation d (excluant les taxes appl	du client est \$33 licables) dépass l'autorité contra	lient autorisé et/ou l'autorité dest conforme aux conditions dest conforme aux conditions des conforme aux conditions des cette limite, l'AT doit être se catante de TPSGC pour autor Digitally signed by KOMER DN: C=ca, O=gc, OU=cora CN=KOMERY TAYLOR + SERIALNUMBER=201730 Reason: l agree to specifie Location: your signing local Date: 2021-07-21 09:08:30 Foxit PhantomPDF Versior e l'autorité contractante	du contrat. I'AT et ses modifications ignée par le client isation Y TAYLOR -adrc, OU=PERSONNEL, 7140110281 d parts of this document iton here
[If applicable, insert the following] Name of the representative from (insert the Department name) [Ajouter ce qui suit, s'il y a lieu] Nom du représentant de (insérer le nom du Ministère) Signature PART 4 - CONTRACTOR SIGNATU	_	GNATURE DU C	ONTRACT	EUR	
		-			2021-07-07
Name and Title of individual authorized to sign on bel Nom et titre Signature de la personne autorisée à sig		Signature			Date

TASK AUT	HORIZATION	
(TA)	FORM	
GCstrategies	Contract Number:	47419- 202719/001/EL
1000362406	Financial Coding:	190810030, 2001, 30700
2022006360	Issue Date: July 21, 2021	Response Require By: July 22, 2021
	GCstrategies 1000362406	1000362406 Financial Coding: Same Date: 1000362406

Statement of Work (Work Activities, Certifications and Deliverables):

The Canada Border Services Agency (CBSA) requires a variety of Information Management (IM)/Information Technology (IT) professional resource services to support changes to the operational environment to better respond to the needs of the public, public safety and employee safety within the current Covid-19 era - our new norm.

Engendering trust in; the health and safety within Canada's air industry, safety at the front lines for Border Services Officers protective measures in-line with COVID and the need to address the risk due to the growth in low-value shipments (contact-less delivery) - the CBSA needs to react and adapt, leveraging IT to meet these needs.

The focus area of this TA will be Implement modern risk assessment tools to support and enable predictive analytics to address the growing volumes of low-value shipments (contact-less delivery).

CBSA will implement a Customs Strategy to address safety, security and revenue risks related to shipments. This is even more important during COVID as shipment quantities have increased dramatically and CBSA are dealing with very high levels of new unidentified shippers and receivers posing a risk to all Canadians. The Agency's traditional approach to risk assessment, threat identification, and the physical examination of goods which is unsustainable in the face of rising volumes and evolving smuggling methods during this pandemic, and it results in bottlenecks at the border as well as delays and unpredictability for trade chain partners. Out-dated business processes and a lack of system capacity to process large volumes of transactional data, coupled with regulatory gaps concerning advance data requirements for courier shipments, leave the Agency blind to potential safety and security risks and contribute to potential revenue loss, increased processing times, and system outages.

The intent of this solution is to provide safe, digital, data driven and a secure alternative for CBSA to continue to conduct their business and fulfil their mandates during COVID. The solution will primarily reduce exposure of potential risk for front line Border Services Officers working with shipments entering Canada from abroad.

This will involve work in the following technical areas; native mobile applications (both iOS and Android), Biometrics, Amazon Web Services (AWS) cloud services, predictive analytics, geolocation(remote border), Application Programming Interface (API) development, cyber security, credentials, electronic data manifest ingestion, architecture (mobile, security, cloud) and digitization of existing paper forms (and process).

(TA) FORM

The Border Technology Innovation Directorate (BTID) has a requirement for

- two (2) Web Developers
- one (1) Mobile Architect
- three (3) Cloud Architect
- one (1) Data Engineer
- two (2) iOS Developers
- two (2) Quality Assurance Specialist
- two (2) project managers
- two (2) Business Analysts

Tasks

The Contractor(s) must provide support for IM/IT professional services on an as and when required basis. Each validly issued Task Authorization will outline the type of resource(s), the Work and tasks to be completed and the location of the Work, whether in the National Capital Area or remotely.

Tasks include, but not be limited to the following:

- Implement application audit and logging solution to meet Information Technology Security Guideline (ITSG) requirements
- Data exploration and statistical analysis to get a solid understanding of the underlying data and its characteristics
- Feature engineering to produce optimal input features to ensure maximum value in predictive capabilities
- Construction of multiple models to isolate specific threats (e.g. Opioids, Guns, etc.)
- Predictive model testing and evaluation to ensure the most appropriate model for the task at hand
- Predictive model validation and refinement to maximize the accuracy of the final models
- Model selection and operationalization for integration into the core system
- Automated retraining and deployment routines to avoid model drift and keep the Al informed with the latest data
- Human-in-the-loop design to provide critical guidance to the predictive models using reinforcement learning
- Automated model performance reports to validate predictions and performance over time
- Automated inspection prioritization output to deploy work packages to a BSO's mobile device with high risk targets for inspection, reporting and signoff
- Deploy secure APIs meeting open API standards and in line with TBS direction
- Develop data collection microservices
- Develop business rules microservices
- Develop a big data storage solution and data catalog.
- Implement an AWS cloud solution system integration strategy
- Deploy an internet of things (IOT) solution to collect data from handheld devices
- Create and bind meta data to objects for cataloging and ingestion into the data lake.

(TA) FORM

- Deploy a Protected B Medium Availability Medium (PBMM) highly availability AWS cloud solution
- Support & Testing of passport quality photo capture following ISO/IEC 19794-5 guidelines
- Create a fully automated ingestion pipeline which can parse all incoming messages based on their types (CIMP, CXML, different versions, etc.), extraction of information, rejecting invalid messages and also pushing data in analytical layer for consumption.
- Incorporate the first prototype of AI code, which is highly based on commodity and commodity description aspects in gauging the risk of incoming parcels
- Create a first look of the front-end UI which was doing the very basic linkages to analytical layer.
- Attach Tableau to analytical layer.
- Implement user login integrated with CBSA's Active Directory (AD) including profile name and picture display
- Display not authorized message to any user attempting to access the portal without valid credentials
- Use of AWS services to retrieve sensitive information regarding AD configuration.
- Ensure API stays protected by having IP access restriction. Only the frontend application, CBSA HQ are able to query the API.
- Limit the main table display to list the latest 1000 shipment items each with a computed risk and indicators
- Add the possibility of filtering and sorting rows by clicking on a column header
- Implement a popup to view the raw message pertaining to the selected shipment
- Implement a popup to compare the raw message latest version with a specific version that the user can select with a dropdown list.
- Implement a details page to view all shipment information, risk indicators, and a detailed analysis narrative
- Implement Unit and Integration Tests to prevent system regression with new releases. Tests are being run every time new code is pushed in the code repository.
- Add AWS Application Insights as a logging and performance tool (in both Website and API
 applications). We can now have end-to-end traffic monitoring from the client website to the
 database itself, or to any other AWS
- Implement two automated pipelines (Web Application and API) compiling code every time it gets pushed into the development branch.
- Implement approval-based deployment on the Prototype environment. When the product owner is satisfied with the way the application is behaving on Staging environment, they can create and approve a deployment on Prototype for the same compiled version of the code. This way, we can guarantee that the version deployed on Prototype is 100% identical as the one on Staging.
- Created AWS Resource Management templates to ensure the AWS resources are in place and consistent. That way, we can quickly spin up another Environment (like Staging or Prototype) without interacting with AWS portal.
- Ensure that AWS application settings were being set by the deployment pipelines using AWS DevOps Pipeline variables.

(TA) FORM

Web Developer

- Code screens for the workflow before and after the warehouse inspections
- Build a secure and performant API for consumption by both the web and mobile applications
- Code functionality for data retrieval to feed the application
- Code form and functionality for data updates to track an item through its lifecycle
- Integrate web application with authentication and authorization components from CBSA
- Advise on and assist with application hosting and scaling on AWS
- Advise on and assist with load testing and failover testing for the web application and API
- Advise and contribute to a Continuous Integration and Deployment pipeline
- Contribute to scrum activities
- Produce code documentation

Mobile Architect

- Code screens for the workflow for BSOs while at the warehouse
- Code functionality for data retrieval to feed the application
- Code form and functionality for data updates to track an item through its lifecycle
- Integrate mobile application with authentication and authorization components from CBSA
- Advise on and assist with application hosting and scaling on AWS
- Advise on and assist with load testing and failover testing for the mobile components of the API
- Advise and contribute to a Continuous Integration and Deployment pipeline
- Contribute to scrum activities
- Produce code documentation

Cloud Architect

- Assist in technical research for component selection during initial phases
- Advise on best practices for implementation across the entire AWS stack
- Work on prototypes for component integration
- Assist in code reviews where needed
- Help to remove technical blockers where required
- Contribute to scrum activities

Data Engineering

- Build and document the ingestion platform for courier data
- Design and develop storage models for incoming courier data
- Assist with identification and ingestion of 3rd party data sets
- Write data quality validation routines for incoming data
- Write cleansing, merging and transformation routines for all data sets
- Work with Data Science to generate training sets
- Design and develop storage models for consumer applications
- Create loading routines to transfer data into the consumer data stores
- Oversee data pipeline performance and advise and assist with load testing
- Advise and contribute to a Continuous Integration and Deployment pipeline
- Contribute to scrum activities

(TA) FORM

Produce code documentation

Data Architect

- Collect and analyse input data
- Discuss and recommend 3rd party datasets for model improvement
- Build POC algorithms for multiple use cases (drugs, guns, etc.)
- Build out multiple approaches to solve the problems
- Generate and validate the results for each approach
- Select the best performing model and refine and solidify the implementation
- Produce a report detailing the approaches taken, the selected approach, and reasoning
- Advise and contribute to a Continuous Integration and Deployment pipeline
- Work with Data Engineering to ensure performance on any implemented models
- Contribute to scrum activities
- Produce code documentation
- Machine Learning OPS
 - Provide AWS Sagemaker support for MLops activities
 - o Provide Application development for algorithm operationalization
 - o Provide Data lineage, management and audit in Cloud
 - o Provide MLops support in the AWS suite
 - Expose API API Gateway, AWS Lambda, Amazon SageMaker, Amazon ECR, Amazon S3, ...
 - Assists in the creation of the CI/CD pipeline code commit, gitlab
 - o Develops the infrastructure for Logging and Monitoring cloudwatch, cloud
 - Setup Ongoing maintenance infrastructure

Mobile iOS Developers

- Develop the mobile application for iOS
- Create native iOS application
- · Code screens for the workflow during the warehouse inspections
- Code functionality for data retrieval to feed the application
- Code form and functionality for data updates to track an item through its lifecycle
- Integrate mobile application with authentication and authorization components from CBSA
- Advise on and assist with application hosting and scaling on AWS
- Advise on and assist with load testing and failover testing for the web application and API
- Advise and contribute to a Continuous Integration and Deployment pipeline
- Contribute to scrum activities
- Produce code documentation

Quality Assurance Specialist

- Write test plans for testable components
- Write test scripts for individual pieces of functionality
- Advise on automated testing procedures
- Execute test plans and record and report on results
- Perform smoke tests on any newly released code
- Devise, implement, and execute integration tests

(TA) FORM

- Devise, implement, and execute regressions tests
- Devise, implement, and execute load tests

Project manager

- Formulate statements of problems; establishes procedures for the development and implementation of significant, new or modified project elements to solve these problems, and obtains approval thereof
- Define and document the objectives for the project; determine budgetary requirements, the composition, roles and responsibilities and terms of reference for the project team
- Report progress of the project on an ongoing basis and at scheduled points in the life cycle
- Meets in conference with stakeholders and other project managers and states problems in a form capable of being solved
- Prepare plans, charts, tables and diagrams to assist in analyzing or displaying problems; work with a variety of project management tools
- Analysis and development of business "critical success factors"
- Analysis and development of architecture requirements design, process development, process mapping and training

Business Analyst

- Review business requirements to include data elements, data formats and validation rules
- Maintain the requirements traceability matrix
- Act as the Subject Matter Expert on requirements for the technical team
- Participate in testing to review the app and ensure requirements are met
- Ensure business requirements are clear and defined. Convert business requirements into technical language and communicate requirements to the Development team
- Translating technology features and defects into business language for the client
- Ensure requirements are accessibility reviewed, approved and prioritized
- Document requirements and user stories within DevOps tickets for developers and testers
- Ensure tickets are complete attaching all relevant documentation
- Communicate changes to requirements and maintain DevOps tickets as requirements are updated

Deliverables

The Contractor(s) must provide build, implement and provide a solution that will include:

- DevOps continuous integration / continuous deployment (CI/CD) across all platforms
- Courier Onboarding, Data Receipt and Transmission
- System Documentation
- Logs and Alerts with Automated actions
- Proactive & Smart Random Examinations administration
- Target Threshold administration
- Bond Room Ledger integration
- Port Hierarchy administration
- Trusted Vendor administration

(TA) FORM

- User Profile Sync administration
- Manifest Grouping by Day and Courier
- Mobile Supported Devices / Platforms
- Predictive Algorithms
- Knowledge transfer to CBSA IT Solutions and Operations directorate
- Knowledge transfer to eventual resources coming from RFP to replace COVID2 contract

2.	Period of Service:	From (Date)	July 23, 2021	To (Date)	March 31, 2022			
3.	Work Location:	National Capi	tal Area or remote	ely				
4.	Travel Requirements:	N/A						
5.	Language Requirement:	English	English					
6.	Other Conditions/Constraints:							
7.	Level of Security Clearance required for the Contractor Personnel:	Reliability						
8.	Contractor's Response:							
erene divenne	Category and Name of Proposed Resource	PWGSC Security File Number	Per Diem Rate	Estimated # Days	of Total Cost			
Clo	oud Architect		100100000000000000000000000000000000000		\$210,000.00			
Мс	obile Architect				\$182,000.00			
Qu	ality Assurance Specialist				\$154,000.00			
Qu	ality Assurance Specialist	A STATE OF THE STATE OF T			\$73,700.00			
iO	S Developer				\$80,400.00			

CBSA - Released under the Access to Information Act. ASFC - Divulgation on vertu de la loi sur l'Accès à l'Infor

	TASK AUTHORIZATION	
	(TA) FORM	
iOS Developer		\$168,000.00
Web Developer		\$168,000.00
Web Developer		\$168,000.00
Cloud Architect		\$274,500.00
Project Manager		\$130,000.00
Project Manager		\$130,000.00
Business Analyst		\$120,000.00
Business Analyst		\$120,000.00
Cloud Architect		\$225,000.00
	Estimated Cost	\$2,413,600.00
	Applicable Taxes	\$313,768.00
	Total Labour Cost	\$2,727,368.00
Adulis adilmet unusida accessiva y seperati per a cita y servicio con conserva	Total Travel & Living Cost	N/A
	Firm Price or Maximum TA Price	\$2,727,368.00
Contractor's Signature Name, Title and Signature of		
sign on behalf of the Contra	Signature:	
	Date: July 21,	2021

TASK AUTHO	DRIZATION
(TA) F	DRM
Approval – Signing Authority	
Signatures (Client)	Signatures (PWGSC)
Name, Title and Signature of Individual Authorized to sign:	
Technical Authority: YOUNG MEGAN Date: 2021.07.22 10:33:47 -04'00'	Contracting Authority 1: Durigan, Digitally signed by: Durigan, Angela M DN: CN = Durigan,
Date:	Angela M C = CA O = GC OU = PWGSC-TPSGC Date: 2021.07.22 14:49: 16 -04'00'
CBSA Procurement:	
Stephen Alexander	
Date: July 21, 2021	
ALEXANDER Digitally signed by ALEXANDER STEPHEN	
STEPHEN Date: 2021.07.21 11:48:55 -04'00'	

¹ Signature required for TA valued at \$300,000.00 or more, Applicable Taxes included.

You are requested to sell to her Majesty the Queen in Right of Canada, in accordance with the terms and conditions set out herein, referred to herein, or attached hereto, the services listed herein and in any attached sheets at the price set out thereof.

TASK AUTHORIZATION						
	(TA) FORM					
Contractor:	GCstrategies	Contract Number:	47419- 202719/001/EL			
Commitment: #	1000364263	Financial Coding:	190830020 / 2001 / 30700			
Task Number (Amendment):	2022006378	Issue Date: July 8, 2021	Response Require By: July 9, 2021			

Statement of Work (Work Activities, Certifications and Deliverables):

The Canada Border Services Agency (CBSA) requires a variety of Information Management (IM)/Information Technology (IT) professional resource services to support changes to the operational environment to better respond to the needs of the public, public safety and employee safety within the current Covid-19 era - our new norm.

Canada Border Services Agency is the department of the Government of Canada with responsibility for border control, immigration enforcement, and customs services. CBSA is working to implement a PBMM compliant installation of Power Platform.

After the first engagement on the SA&A process for Azure DevOps, CBSA would like to replicate the process for Power Platform. In so doing, CBSA hopes to accelerate application modernization.

CBSA need to document Power Platform security controls in support of CBSA's SA&A process. The goal of the SA&A process is to allow CBSA to achieve Authorization to Operate ("ATO").

The Border Technology Innovation Directorate (BTID) has a requirement for

- two (2) Cloud Architects
- one (1) Project Manager

Tasks

The Contractor(s) must provide support for IM/IT professional services on an as and when required basis. Each validly issued Task Authorization will outline the type of resource(s), the Work and tasks to be completed and the location of the Work, whether in the National Capital Area or remotely.

Tasks include, but not be limited to the following:

- Verify Network Access
- Review the following configuration
 - Azure AD Security Configuration
 - PowerApps and PowerBI Security Controls and Configuration
 - Gather and record Power Platform Control Evidence
- Review the following Azure DevOps SA&A Feedback relevant to PowerApps
 - Azure DevOps Concept of Operations
 - o Azure DevOps Security Requirements Traceability Matrix (all control families)
- Meet with CBSA to review feedback if necessary

(TA) FORM

- Integrate Azure DevOps SA&A Feedback into Power Platform SA&A documents
- Receive Feedback from CBSA IT Security on the Power Platform SA&A documents
- Meet with CBSA to review feedback if necessary
- Integrate Feedback into the following Power Platform SA&A Documents
 - o Power Platform Concept of Operations
 - o Power Platform Security Requirements Traceability Matrix
 - o Power Platform Safeguard Implementation Plan
 - o Power Platform Control Evidence Report
- Issue Updated Versions of the Power Platform SA&A Documents
- Create Disaster Recovery Plan for Power Platform
 - o Review AWS Disaster Recovery Plan
 - o Gather information required to customize for Power Platform
 - o Identify up to 5 disaster scenarios
 - o Meet with CBSA to review roles and responsibilities
 - o Draft Plan
 - Deliver Draft
 - o Review with CBSA and Incorporate Feedback
 - Deliver Updated Disaster Recovery Plan

Deliverable	Due Date	Billing Month	Estimate Cost
Concept of Operations (ConOps) A Word document with supporting diagrams that describe the components of the system and their interrelationship with each other. A ConOps can also include information on data flows, data processing, user interaction, input/outputs and connectivity to other system. In summary it describes the overall operation of the system under assessment (<5 pages).	26-July-21	July, 2021	
Security Requirements Traceability Matrix (SRTM) A security requirements traceability matrix is often an Excel spreadsheet or Word document containing a table of security requirements for a given system. These are mapped to threats as well as current/planned safeguards to assist in determining the risk of operating a given system (<5 pages).	03-Aug-21	Aug., 2020	
Safeguard Implementation Plan (SIP) The Safeguard implementation plan is a series of recommendations based on the Security Requirements Traceability Matrix (SRTM) that describes how the organization will treat the residual risk identified by the SRTM. This may include reducing risk through additional safeguards, transferring risk to other providers/partners, and or accepting specific risks. This document can also be used to outline options for treating risk (<5 pages).	09-Aug-21	Aug., 2020	
Disaster Recovery Plan The Disaster Recovery Plan is a Microsoft Word document that will outline Key Dependencies, Key Service Level Metrics for Disaster Recovery, Disaster Recovery Plan Distribution List and Discovery Recovery Process.	16-Aug-21	Aug., 2020	

٦	TASK AUTHO	ORIZA	TION				
	(TA) F	ORM					
Executive Summary The Executive Summary is a brief 1-2 part SA&A Process, its recommendations and the responsible authority will be required to the system under assessment.	the residual ris	sk that	23-Aug-21		Aug., 2		
Summary Presentation This slide deck summarizes the process an process so that it can be shared amongst and reviewed by the responsible authority	system stakeh		30-Aug-21		Aug., 2	2020	
2. Period of Service:	(Date)	July	26, 2021	To (Date	∋)	Dec. 3	1, 2021
3. Work Location:	National Ca	apital A	rea or rer	notely			
4. Travel Requirements:	N/A						
5. Language Requirement:	English						
6. Other Conditions/Constraints:							
7. Level of Security Clearance required for the Contractor Personnel:							
8. Contractor's Response:	1						
Category and Name of Proposed Resource	PWGS6 Security Number	File	Per Dier Rate	m	stim a d # o Days	f	Total Cost
Cloud Architect		†					\$45,000.00
Cloud Architect							\$45,000.00
Project Manager							\$26,000.00
	1	•	Es	timate	ed Co	st	\$116,000.00
			Appl	licable	e Tax	es	\$15,080.00
Total Labour Cost					\$131,080.00		
		Tota	ıl Travel 8	& Livii	ng Co	st	N/A
	Firm	Price	or Maxin	num T	A Pri	ce	\$131,080.00

TASK AUTHORIZATION							
(TA) FORM							
Contractor's Signature							
Name, Title and Signature of Individual Authorized to sign on behalf of the Contractor (type or print)	Signature: Date: July 21, 2	2021					
Approval – Signing Authority	, ,						

TASK AUTHORIZATION						
(TA) FORM						
Signatures (Client)	Signatures (PWGSC)					
Name, Title and Signature of Individual Authorized to sign:						
Technical Authority: YOUNG Digitally signed by YOUNG MEGAN Date: 2021.07.22 10:41:32 -04'00'	Contracting Authority ¹ :					
Date:						
	Date:					
CBSA Procurement: LEGER Digitally signed by LEGER TEAGAN DN: C=ca, O=gc, OU=ccra-adrc, OU=PERSONNEL, CN=LEGER TEAGAN + SERIALNUMBER=2021042083426302 Reason: I agree to the terms defined by the placement of my. signature in. this document Location: your signing location here Date: 2021-07-22 11:57:13 Foxit PhantomPDF Version: 10.0.1 Date:						
¹ Signature required for TA valued at \$300,000.00 or more, <i>i</i>	Applicable Taxes included.					

You are requested to sell to her Majesty the Queen in Right of Canada, in accordance with the terms and conditions set out herein, referred to herein, or attached hereto, the services listed herein and in any attached sheets at the price set out thereof.

TASK AUTHORIZATION						
(TA) FORM						
Contractor:	GCstrategies	Contract Number:	47419-202719/001/EL			
Commitment:#	1000364263	Financial Coding:	190830020 / 2001 / 30700			
Task Number	2022006378	Issue Date:	Response Require By:			
(Amendment):	(001)	Nov 01, 2021	Nov 03, 2021			

Statement of Work (Work Activities, Certifications and Deliverables):

The Canada Border Services Agency (CBSA) requires a variety of Information Management (IM)/Information Technology (IT) professional resource services to support changes to the operational environment to better respond to the needs of the public, public safety and employee safety within the current Covid-19 era - our new norm.

Canada Border Services Agency is the department of the Government of Canada with responsibility for border control, immigration enforcement, and customs services. CBSA is working to implement a PBMM compliant installation of Power Platform.

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CBSA need to document Power Platform security controls in support of CBSA's SA&A process. The goal of the SA&A process is to allow CBSA to achieve Authorization to Operate ("ATO").

The Border Technology Innovation Directorate (BTID) has a requirement for

- two (2) Cloud Architects
- one (1) Project Manager

Tasks

The Contractor(s) must provide support for IM/IT professional services on an as and when required basis. Each validly issued Task Authorization will outline the type of resource(s), the Work and tasks to be completed and the location of the Work, whether in the National Capital Area or remotely.

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 - o Azure DevOps Security Requirements Traceability Matrix (all control families)
- Meet with CBSA to review feedback if necessary
- Integrate Azure DevOps SA&A Feedback into Power Platform SA&A documents

(TA) FORM

- Receive Feedback from CBSA IT Security on the Power Platform SA&A documents
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 - o Power Platform Safeguard Implementation Plan
 - o Power Platform Control Evidence Report
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 - o Review AWS Disaster Recovery Plan
 - o Gather information required to customize for Power Platform
 - o Identify up to 5 disaster scenarios
 - o Meet with CBSA to review roles and responsibilities
 - Draft Plan
 - o Deliver Draft
 - o Review with CBSA and Incorporate Feedback
 - o Deliver Updated Disaster Recovery Plan

Deliverable	Due Date	Billing Month	Estimate Cost
Concept of Operations (ConOps) A Word document with supporting diagrams that describe the components of the system and their interrelationship with each other. A ConOps can also include information on data flows, data processing, user interaction, input/outputs and connectivity to other system. In summary it describes the overall operation of the system under assessment (<5 pages).	30-Nov-21	Nov., 2021	
Security Requirements Traceability Matrix (SRTM) A security requirements traceability matrix is often an Excel spreadsheet or Word document containing a table of security requirements for a given system. These are mapped to threats as well as current/planned safeguards to assist in determining the risk of operating a given system (<5 pages).	31-Dec-21	Dec., 2021	
Safeguard Implementation Plan (SIP) The Safeguard implementation plan is a series of recommendations based on the Security Requirements Traceability Matrix (SRTM) that describes how the organization will treat the residual risk identified by the SRTM. This may include reducing risk through additional safeguards, transferring risk to other providers/partners, and or accepting specific risks. This document can also be used to outline options for treating risk (<5 pages).	31-Jan-22	Jan., 2022	

TASK AUTHORIZATION (TA) FORM						
Disaster Recovery Plan The Disaster Recovery Plan is a Microsoft Word document that will outline Key Dependencies, Key Service Level Metrics for Disaster Recovery, Disaster Recovery Plan Distribution List and Discovery Recovery Process.	28-Feb-22	Feb., 2022				
Executive Summary The Executive Summary is a brief 1-2 page summary of the SA&A Process, its recommendations and the residual risk that the responsible authority will be required to accept in operating the system under assessment.	31-Mar-22	March 2022				
Summary Presentation This slide deck summarizes the process and results of the SA&A process so that it can be shared amongst system stakeholders and reviewed by the responsible authority (< 25 Slides).	31-Mar-22	March 2022				

AMENDMENT 001: With the current progress of the work, it is foreseen that the initial December 31, 2021 completion date will not be met hence this amendment is issued to extend the TA end date from December 31, 2021 to March 31, 2022. No change in TA value.

All other terms and conditions remains unchanged.

2.	Period of Service:	From (Date)	July 26, 2021	To (Date)	March 31, 2022	
3.	Work Location:	National Cap	ital Area or re	motely		
4.	Travel Requirements:	N/A				
5.	Language Requirement:	English				
6.	Other Conditions/Constraints:					
7.	Level of Security Clearance required for the Contractor Personnel:	Reliability				
8	Contractor's Response:	•				

8. Contractor's Response:

Category and Name of Proposed Resource	PWGSC Security File Number	Per Diem Rate	Estimate d # of Days	Total Cost
Cloud Architect				\$45,000.00
Cloud Architect			100 mm	\$45,000.00

CBSA - Released under the Access to Information Act. ASFC - Divulgation on vertu de la loi sur l'Accès à l'info

Estimated Cost Applicable Taxes Fotal Labour Cost avel & Living Cost laximum TA Price	\$26,000.00 \$116,000.00 \$15,080.00 \$131,080.00 N/A \$131,080.00
Applicable Taxes Fotal Labour Cost avel & Living Cost	\$116,000.00 \$15,080.00 \$131,080.00 N/A
Applicable Taxes Fotal Labour Cost avel & Living Cost	\$15,080.00 \$131,080.00 N/A
Fotal Labour Cost	\$131,080.00 N/A
avel & Living Cost	WA
laximum TA Price	\$131,080.00
L	
gnature:	
^{ate:} November 2	nd, 2021
	ignature: ^{ate:} November 2

TASK AUTHORIZATION				
(TA) FORM				
Signatures (Client)	Signatures (PWGSC)			
Name, Title and Signature of Individual Authorized to sign:				
Christiane Frem				
Technical Authority:				
Christiane Frem	Contracting Authority ¹ :			
Date: 2021-11-02				
	Date:			
CBSA Procurement: GOLDING Digitally signed by GOLDING JASMINE DN: C-ea, O-ge, CU-ecra-adre, OU-PERSONNEL, CN-GOLDING JASMINE + SERALNUMBER-2020342:163253228 Reason: 1 am the author of this document Location: your signing location here Date: 2021-11-02 13:36:15 Foxit PhantomPDF Version: 10.0.1				
Date:				
¹ Signature required for TA valued at \$300,000.00 or more,	ı Applicable Taxes included.			
You are requested to sell to her Majesty the Queen in Right of Canada, in accordance with the terms				

You are requested to sell to her Majesty the Queen in Right of Canada, in accordance with the terms and conditions set out herein, referred to herein, or attached hereto, the services listed herein and in any attached sheets at the price set out thereof.

ANNEX E, TASK AUTHORIZATION FORM

Contract Number 47419-178445/004/ZQ							
Task Authorization		1000358142 - 202	1000358142 - 2022006387				
883746117PG004 MGIS Inc. 23 Ballyboy Street, Ottawa, Ontario, K							
Taxes extra) before	st of Task (Applicable any revisions:	\$118,125.00	\$118,125.00				
New TA Revision		1					
TA Revision Numbe	er:	Amount to be incre	ased or (decreased):				
Total Estimated Co Taxes extra) after r	st of Task (Applicable evisions:	\$118,125.00					
Remarks: Secret Le Required Work		Checklist (SRCL) anne	ex of the Contract.				
As per attached sta	tement of work.						
Period of Service	From (Date)	August 5, 2021	To (Date)	December 31, 2021			
Work Location		The Contractor's resource will be required to adopt a flexible work arrangement, which may include one or more of the following: • Working on CBSA premises in the National Capital Region (NCR) • Colocation / Shared office spaces Working remotely (on the contractor's premises, the resources domicile, or another approved remote location)					
Travel Requirements None							
Language Requirer		The contractor must be able to communicate orally and in writing in English without assistance and with minimal errors.					

SECTION B - Applicable Basis of Payment

TA subject to a Limitation of Expenditure

When the basis of payment specified in a TA authorized and issued on the Contact is limitation of expenditure, the Contractor will be reimbursed for the costs reasonable and properly incurred in the performance of the Work specified in the authorized TA, as determined in accordance with the basis of payment cost elements, in Annex B, to the limitation of expenditure specified in the authorized TA.

Canada's total liability to the contractor under the authorized TA must not exceed the limitation of expenditure specified in the authorized TA. Customs duties are included and Applicable Taxes are extra.

No increase in the liability of Canada or in the price of the Work specified in the authorized TA resulting from any design chances, modification or interpretations of the Work specified in the authorized TA will be authorized or paid to the Contactor unless these design changes, modifications or interpretations have been authorized, in writing, by the TA Authority before their incorporation into the Work specified in the authorized TA. The Contactor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written authorization of the TA Authority. The Contractor must notify the TA Authority in writing as to the adequacy of this sum:

- a) When it is 75 percent committed, or
- b) Four (4) months before the final delivery date specified in the authorized TA, or
- c) As soon as the Contactor considers that the authorized TA funds are inadequate for the completion of the Work specified in the authorized TA,

Whichever comes first.

If the notification is for inadequate TA funds, the Contractor must provide to the TA Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

SECTION	C - Cost Breakdov	vn of Task		
Category		Level of Expertise	Estimated Level Of Effort	Per Diem
	Business	Senior		
	Architect			
Name of P	Proposed Resource			
Security Certificate/Clearance Number				
Expiry Date (YYY/MM/DD)				

SECTION D- Applicable Method of Payment

Monthly Payment

Canada will pay the Contractor on a monthly basis for work performed during the month covered by the invoice in accordance with the payment provisions of the Contact if:

- a) An accurate and complete invoice and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b) All such documents have been verified by Canada;

The work performed has been accepted by Canada

CBSA - Released under the Access to Informat ASFC - Divulgation on vertu de la loi sur l'Accès

Authorization - Authorization				
By signing this TA, the Project Authority and CBSA Contracting Authority; or the PWGSC Contracting Authority or both, as applicable, certify (ies) that the content of this TA is in accordance with the Contract. En apposant sa signature sur cette AT, le chargé de projet et l'autorité contractante ce l'ASFC; ou				
l'autorité contractante de TPSGC ou, s'il y a lieu, les deux atteste(nt) que le contenu de cette AT respecte les conditions du contrat.				
respecte les conditions de contrat.				
Name of Project Authority –				
Nom du chargé de projet				
Signature BELANGER KELLY Date: 2021.07.21.15:06:56-04'00' Date				
Name of CBSA Contracting Authority -				
Nom de l'autorité contractante de ASFC <u>Teagan Leger</u>				
LEGER Signature TEAGAN Dischar, Org. Collegan-Arice, CO-DPERSONNEL, ON-LEGER TEAGAN - SERILALUM/BERF-202104/2005426302 Resignal raiges bits heterina defined by the placement of my Localiton, your against placetal on here Disc. 2021-479-22111117 Foot Phantom*PCF Version: 10.0.1				
Name of PWGSC Contracting Authority (if required)-				
Nom de l'autorité contractante de TPSGC (si requis)				
Signature Date				
Contractor's Signature - Signature de l'entrepreneur				
contractor solghatare acremachienear				
Name and title of individual authorized to sign for the Contractor				
Nom et titre de la personne autorisée à signer au nom de l'entrepreneur				
Signature Date <u>July 22, 2021</u>				

STATEMENT OF WORK

TITLE	Senior Business Architect, Project and Service Management Directorate (PSMD), ISTB
BACKGROUND	Canada Border Services Agency (CBSA) is responsible for providing integrated border services that support national security and public safety priorities and facilitate the free flow of persons and goods, including animals and plants that meet all requirements under its legislation. Under this mandate, CBSA enables effective and efficient border management through the design, development, implementation, delivery and operation of innovative solutions, science and technology for the major issues facing border management today and in the future. CBSA provides effective management of Canada's border through the strategic development, application and oversight of Information Technology and Information Management services. Integrated IT services are administered across Canada, including headquarters and seven regional locations - Atlantic, Quebec,
	Greater Toronto Area, Northern Ontario, Southern Ontario, Prairie and Pacific. On February 4, 2011, the Prime Minister of Canada and the President of the United States issued a declaration called "Beyond the Border: A Shared Vision for Perimeter Security and Economic Competitiveness", also called the "Declaration". The Declaration established a new long-term partnership built upon a perimeter approach to security and economic competitiveness. This means working together, not just at the border, but also beyond the border to enhance our security and accelerate the legitimate flow of persons, goods and services. Leaders called for the development of a joint action plan to realize this goal.
	To optimally manage border programs, corporate maturity and operational excellence, the Information, Science and Technology Branch (ISTB) of CBSA provides technical expertise to advance information management; enterprise architecture; IT infrastructure and solutions; and planning and portfolio management. Among other aspects, the ISTB provides technology leadership for a sustainable portfolio of business applications in support of CBSA's strategic priorities. It ensures effective delivery of technology products, applications and services to meet business needs, while ensuring integrity and availability of all technology infrastructures.

	The Projects and Service Management Directorate (PSMD) supports the Agency's mandate to provide integrated border services through the provision of overarching project and service management of all IT-led and IT-enabled projects, initiatives and services across all business lines. Specifically, the directorate is accountable for the strategic and integrated management, oversight and governance of IT-led projects, and the IT component for all IT-enabled projects and services, to ensure that they remain relevant and applicable to the Agency's business needs. Projects will not be limited to				
	"major" projects, but will include critical ISTB-driven projects/initiatives, such as Windows migrations, Collaboration tools rollout, Radio deployments.				
SCOPE OF WORK	The Contractor must provide resources on an "as-and-when requested" basis to deliver new capabilities and service to develop and manage the PSMD's projects such as Right Touch Air, Mobile Border, Chain of Trust, etc.				
TASKS	The undernoted services may include, but are not limited to the following: a) Assist with the development of an aligned Business Architecture against the Enterprise Architecture including processes, models, strategies and organizational structures to enhance the business environment in which architectures are defined, developed and aligned with business goals; b) Develop artifacts to support the business (e.g., Baseline and Target Business Architecture Descriptions, Candidate Roadmap Components, Architecture Definition Document); c) Assist with the development of information product architectures to provide process and requirement recommendations for improvement; d) Participate in requirement definition sessions with stakeholders and clients where required; e) Provide expert advice on the key initiatives that enable enterprises to deploy high-impact business processes that are focused, accountable and measurable, particularly about principles of leadership, governance and operational competencies; f) Analyze functional requirements to identify improvements in information, procedures, and decision flows, and make recommendations; g) Provide expert advice in developing and integrating process and information models between business processes to eliminate information and process redundancies; h) Oversee and manage product user interface designs, organize user experience testing with end-users, and introduce				

- necessary changes to products where needed to ensure a unified user experience across all technical product solutions;
- Develop Business Capabilities and Business Knowledge documentation and design Business Operational and Organizational Views;
- j) Assist with the implementation and growth of the Client-TBS Portfolio Alignment Framework (e.g., customization of the framework within the directorate and development of all artifacts needed to support and maintain this important piece of work:
- k) Perform gap analyses between business goals and planned solutions to identify areas for better alignment of technical product solutions with business needs;
- Evaluate service and application interfaces including manual to automated operations within application sub-systems, external systems and between new and existing systems;
- m) Identify opportunities to create new definitions and leverage existing IT services, create service portfolios, establish service contracts (e.g., Service Level Agreements) and plans for continual service improvement;
- n) Identify opportunities for leveraging existing Commercial off the Shelf (COTS) products and other procured solutions for reducing operational costs;
- Define business models to serve as the foundation for enhancing accountability and improve decision-making within the Directorate:
- p) Assess impact of legislative and operational requirement changes to product architectures;
- q) Support development of business architectures, frameworks and strategies for each major application area to meet the business requirements related to information, usability, and performance criteria for a business line:
- r) Participate in the financial planning for technical products and solutions;
- s) Participate in change impact analysis and change management activities;
- Preparing visual impact assessments (e.g., dashboards, plans, charts, tables and diagrams) to assist in communicating and analyzing project issues within the Directorate;
- u) Enforce departmental architectural standards (where required);
- v) Assist the conducting of post project reviews ("lessons learned") where necessary to help project teams with continual improvement; and
- w) Provide regular recommendations for improvements to methodologies, technologies and procedures.
- x) Utilize business process tools (examples include VISIO, BPWIN, Oracle Case, Rational Rose and RUP) to carry out the above activities.

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	The following deliverables may include	, but are not limited to the			
	following:				
	Deliverable	Timeline			
		These are specific to			
		each project and are			
		dependent on the			
		various project timelines hence will			
	a) Aligned Business Architecture	be subject to change.			
	a) Aligned Business Architecture Development;				
	b) Baseline and Target Business				
	Architecture Descriptions,				
	Candidate Roadmap Componer	nts			
	and Architecture Definition	13,			
	Documents;				
	c) Business and Information Produ	uct			
	Architectures;				
	d) Expert Advice On Key Initiatives	5 (
	High-Impact Business Processe	•			
DELIVERABLES	Particularly About Principles Of				
	Leadership, Governance and				
	Operational Competencies;				
	e) Improvements In Information,				
	Procedures, Decision Flows, an	ıd			
	Recommendations;				
	f) Product User Interface Designs				
	g) Business Capability and Busine	SS			
	Knowledge Documentation;				
	h) Business Operational and				
	Organizational Views;				
	i) Gap Analyses between Busines Goals and Planned Solutions;	S			
	<u> </u>				
	j) Service and Application Interfac Evaluation;	e			
	k) Business Model Definitions;				
	I) Legislative and Operational				
	Requirement Changes to Produ	uct			
	Architectures;				
	m) Business Architecture				
	Development;				
	n) Change Impact and Change				
	Management Analysis;				
	•	<u> </u>			

CBSA - Released under the Access to Information Act. ASFC - Divulgation on vertu de la loi sur l'Accès à l'info

	o) Visual Impact Assessments (Dashboards, Plans, Charts, Tables and Diagrams); p) Post Project Reviews; and q) Knowledge Transfer. All deliverables are subject to change in accordance to the project				
	timelines and the date the resource is available to work.				
CONSTRAINTS	(a) The Work must be performed within CBSA's normal working hours of 7:00 AM to 6:00 PM. (b) The Contractor may be required to attend meetings at CBSA and at Key GC Stakeholders within the National Capital Region.				
WORK LOCATION	Contracted resources must be willing and able to accept a flexible work arrangement, including any or all of the following: • Working remotely off-site • Use of collaborative work spaces • Shared cubicles when working on site within the National Capital Region (NCR). A such, the contracted resource must be able to provide their own devices such as laptops or personal computers. In such cases, the CBSA will be responsible for providing the appropriate network and systems accesses.				
TRAVEL REQUIREMENTS	There is no travel requirement expected outside the NCR. If travel is required outside the NCR, it will be identified in the TA.				



Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

A. General Information / Informations g	<u>énérales</u>					
Contract Number / Numéro du contrat :	er / Numéro du contrat : 47419-206529 001 EL					
Contractor Name / Nom du Contracteur :	Dalian Enterprise	s and Coradix T	echnology	Consulting, in	Joint Venture	
Task Authorization (TA) No. N° de l'autorisation de tâches (AT)	Commitment No. Nº de l'engagement	Financial Coding Code financier Date of Issuance Date d'émission		Response required by Réponse requise d'ici le		
2022006911	1000365373	190810070 / 2001 / 30700		2021-07-20	2021-07-20	
B. For Amendments Only / Aux fins de	modification seulem	nent				
Amendment No. / No de la modification :		_ 				
C. TA Requirements / Exigences relative	es à l'AT					
Required Resource(s) / Ressource(s) requise(s)					
		Fatimata di aval af				
Category and Level Catégorie et Niveau		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique		Required Level(s) of Security / Niveau(x) de sécurité requis	
I.7 Platform Analyst L3			English		Reliability / Fiabilité	
B.6 Business Systems Analyst L3 (2)			English		Reliability / Fiabilité	
Statement of Work (tasks, deliverables, reports	, etc.) / Énoncé des trava	aux (tâches, livrables,	rapports, etc.):		
See attached / Voir pièce jointe						
Period of Services / Période de service:						
Initial Start Date / Date de début initiale :	30-Jul-2021] In	itial End Date	/ Date de fin initiale :	31-Mar-2022	
Extented End Date (See Reason for the Amend	lment) / Date de fin prolo	ngée (voir Raison po	ur la modificat	ion):		
☐ Option To Extend Initial End Date / Option	pour prolonger la date d	e fin initiale				
Optional End Date(s) / Date(s) de fin optionnelle(s) Status / Statut						
		O In Effect / en vigueur				
		<u> </u>				
Travel Requirement(s) / Exigence(s) de voyage :						
Work Location(s) / Lieu(x) de travail :	National Capital Region					

PART 2 (complété by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

Contractor Resource(s) and Estimated lote: once approved, only the following resources may provide services					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Fixed Cost Rate for the Project	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
					\$135,180.00
.7 Platform Analyst L3					\$121,320.00
3.6 Business Systems Analyst L3					Ψ121,020.00
			Estimated	Cost / Coût estimatif	\$256,500.00
				HST	\$33,345.00
	Total Estimated Travel a	and Living Cost / Coû	it total estimati	f de voyage et de vie	\$0.00
		Total Esti	imated Cost /	Coût total estimatif	\$289,845.00
Check applicable Basis of Pa Cocher la Base de Paiement a	-	Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	

PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat. La limite d'autorisation du client est \$300,000. Lorsque la valeur de l'AT et ses modifications.		
Name of Contracting Authority / Nam do l'autorité contractorte	Data	
Name of Contracting Authority / North de l'autorité contractante	Date	
Signature		
_		
	atteste(nt) que le contenu de cette AT est conforme aux condition	

PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

). Some	
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de	Signature	Date
l'entrepreneur		

Contract: 47419-206529/001/EL

Level 3

Statement of Work

Contract Number	Task Authorization Number	
47419-206529/001/EL		
Category / Level		
RESOURCE CATEGORY	LEVEL OF EXPERTISE	
I.7 Platform Analyst	Level 3	

Objectives (High-level description of expected outcome)

B.6 Business Systems Analyst x2

ArriveCAN is a mobile and web app owned by Public Health Canada and developed and maintained by the Canada Border Services Agency. It is mandatory required by law for all travellers arriving to Canada by Air, Land and/or marine to report Covid Symptoms and Quarantine plans. https://www.canada.ca/en/public-health/services/diseases/coronavirus-disease-covid-19/arrivecan.html. Given that ArriveCAN is a Covid app, it is a high priority project for the Government of Canada. The work on this team is fast paced and relevant.

ArriveCAN requires these services to (1) ensure that the app meets Public Health Agency of Canada (PHAC) requirements useful to travellers arriving in Canada and reflects the mandate and standard of the Canada Border Services Agency (CBSA), (2) ensure the quality of both mobile and web based ArriveCAN applications, and (3) provide ongoing maintenance and support of the ArriveCAN Mobile and Web Apps. As ArriveCAN is a critical tool required to support current legislation, this resource need is urgently required.

Scope of Work (An overview of the work that needs to be done)

The Contractor must complete the deliverables outlined in this statement of work through IM/IT professional services with the following resource category:

RESOURCE CATEGORY	LEVEL OF EXPERTISE
I.7 Platform Analyst	Level 3
B.6 Business Systems Analyst x2	Level 3

Tasks

Tasks will include, but not be limited to the following:

- Develop and document detailed statement of requirements for the proposed platform
- Analyze functional requirements to identify information, procedures and decision flows

Contract: 47419-206529/001/EL



Agence des services frontaliers du Canada

- Evaluate existing procedures and methods, identify and documents database content, structure, and application sub-systems, and develop data dictionary
- Define and document interfaces of manual to automated operations within sub-systems, to external systems and between new and existing systems
- Define input/output sources, including detailed plan for technical design phase, and obtain approval for system proposals
- Design and document in detailall system components, interfaces and operational environment
- Design data structures and files, sub-systems and modules, programs, batch, on line, and production monitoring procedures, testing strategy and systems
- Document system design, concepts and facilities, present and obtain approval of detailed system designs
- Produce operational systems including all forms, manuals, programs, data files and procedures
- Performing the testing coordination and activities for all ArriveCAN releases (including design the test plans, test execution, log and retest the bugs, coordinating and mentoring the other testers in the team, handling the notification promotions)
- Performing full regression testing for every release
- Coordinating integration testing with other teams
- Production release support and performing the post-implementation testing

Deliverables (List of expected deliverables to be produced or provided) The Contractor will provide the following Deliverables:	Due Date TBD by Technical Authority as needed
ArriveCAN Test Plans & Results	Bi-weekly
Updated ArriveCAN requirement documents	Bi-weekly
ArriveCAN Testing Status Reports	As required
Other deliverables	As required
Written and verbal advice;	
Issues papers/Briefing Notes;	
Presentation decks and materials;	
 Meeting facilitation and reports (e.g. Monthly Progress Reports); 	
Trend Analyses;	
 Guides, manuals, reports to be disseminated to various stakeholders as required; 	
Meeting agendas, schedules and minutes;	
Synthesis report of facilitated meetings;	
Activity reports;	



vices Contract: 47419-206529/001/EL anada

Conversation notes, design documentation, change management documentation, site inspection reports

Contract: 47419-206529/001/EL

As required Deliverables to be submitted in hard and soft copies in the appropriate software formats (e.g. MS Project or MS Office Suite applications as identified by the Project Authority). All electronic deliverables must comply with departmental software standards, currently MS Office Suite latest version. There may be a requirement for the Contractor's resource to access information available exclusively at Canada's facilities in the NCA. All documents developed and/or updated the Contractor's resources must be provided to the Project Authority for review, approval and signature (as required). All Work under this Contract must be accessible to the Project Authority Departmental Representative at all times.

Contract: 47419-206529/001/EL

Reporting Requirements

The Contractor will provide the following reports to the Technical Authority:

a) Invoices for fixed price work must be submitted as outlined in the contract

Only as reports are completed and provided to the Technical Authority. Deliverables are to be confirmed with the Technical Authority in advance of invoice submissions.



Travaux publics et Services gouvernementaux Canada

Purchasing Office - Bureau des achats:

Professional Services Division (ZV)/Division des Services Professionnels(ZV) Les Terrasses de la Chaudière 10, rue Wellington, 4th floor Gatineau Quebec K1A0S5

Title - Sujet TSPS - Strategic Advisor			
Contract No N° du contra	t	Date	
47419-208904/001/ZV		2020-12-24	
Client Reference No N° do 1000348904	e référence du client		
Requisition No N° de la d	emande		
47419-208904			
File No N° de dossier	CCC No./N° CCC - FMS No./N° VME		
005zv.47419-208904			
			GST/HST TPS/TVH
Patrick Boucher / 16000000	0 / 201/		
F.O.B F.A.B. Destination			
GST/HST - TPS/TVH	Duty - Droits		
See Herein - Voir ci-inclus	See Herein - Voir ci-inclus		
Destination - of Goods, Ser	vices, and Construction:		

CONTRACT - CONTRAT

Your proposal is accepted to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price or prices set out therefor.

Nous acceptons votre proposition de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans les présentes, et aux annexes ci-jointes, les biens, services et construction énumérés dans les présentes, et sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

This document contains a security requirement

Invoices - Original and two copies to be sent to:
Factures - Envoyer l'original et deux copies à:
CANADA BORDER SERVICES AGENCY
2E ETAGE, #260-01
105, RUE MCGILL
Vendors-fournisseurs@cbsa-asfc.gc.c
MONTREAL
Quebec
H2Y2E7

Destination - des biens, services et construction:

Specified Herein

Précisé dans les présentes

Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur

874454911PG0001 ADRM TECHNOLOGY CONSULTING GROUP CORP 1052 St-Laurent Blvd Unit #2 Ottawa Ontario K1K3B4

Operating as: ADRMTEC

Canada

Address Enquiries to: - Adresser toutes questions à:		Buyer ld - ld de l'acheteur
St-Louis, Robin		005zv
Telephone No N° de téléphone (613) 858-6185 ()	FAX No N°	de FAX
Total Estimated Cost - Coût total estimatif \$4,633,000.00	Currency Typ CAD	oe - Devise
		D: 2 II

For the Minister - Pour le Ministre StLouis. Rol

StLouis, Robin Digitally signed by: StLouis, Robin DN: CN = StLouis, Robin C = CA O = GC OU = DN: CN = StLouis, Robin C = CA O = GC OU = Date: 2020 12:24 10:29:15-05:00'



Canada

Amd. No. - N $^{\circ}$ de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

7.1 Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work in Annex A.

7.1.1 Task Authorization

- **A.** Work described at Annex A, Statement of Work will be performed under the Contract on an "as and when requested basis".
- **B.** With respect to the Work mentioned under paragraph A of this clause,
 - 1. an obligation will come into force only when the Contractor receives a Task Authorization (TA), inclusive of any revisions, authorized and issued in accordance with this clause, and only to the extent designated in the authorized TA;
 - 2. the TA Authority and limit will be determined in accordance with paragraph C of this clause;
 - 3. the Contractor must not commence work until a TA, inclusive of any revisions, has been authorized and issued in accordance with the Contract. The Contractor acknowledges that work performed before a TA, inclusive of any revisions, has been authorized and issued in accordance with the Contract will be done at the Contractor's own risk and expense;
 - 4. the task description, inclusive of any revisions, included in an authorized TA must fall within the scope of the Statement of Work, in Annex A; and
 - 5. the TA, inclusive of any revisions, will be authorized under the Contract through the use of Annex D, Task Authorization Form. An authorized TA is a completed Annex D signed by the TA Authority.

C. TA Authority and Limit

The Project Authority may authorize individual TAs inclusive of any revisions up to a limit of \$200,000.00 Applicable Taxes extra. Any TA the total value of which would exceed that limit or any revision to a previously authorized TA that would increase the TA total value above that limit must be authorized by the Contracting Authority before issuance to the Contractor.

D. The authority specified under paragraph C of this clause is granted subject to the sum specified in the Contract under clause 7.6.2 (Canada's Total Liability, Cumulative Total of all authorized TAs) not being exceeded.

E. TA Process

For each task or revision of a previously authorized task, the Project Authority will provide the Contractor with a request to perform a task prepared using Annex A, Task Authorization Form, containing as a minimum:

- o the task or revised task description of the Work required, including:
 - the details of the activities or revised activities to be performed;
 - a description of the deliverables or revised deliverables to be submitted; and
 - a schedule or revised schedule indicating completion dates for the major activities or submission dates for the deliverables, or both, as applicable;
- the Contract security requirements applicable to the task or revised task;
- the Contract basis (bases) of payment applicable to the task or revised task; and

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

the Contract method(s) of payment applicable to the task or revised task.

- **F.** Within 5 calendar days of its receipt of the request, the Contractor must provide the Project Authority with a signed and dated response prepared and submitted using the TA form received from the Project Authority, containing as a minimum:
 - 1. the total estimated cost proposed for performing the task or, as applicable, revised task;
 - 2. a breakdown of that cost in accordance with Annex A; and;
 - 3. for each resource proposed by the Contractor for the performance of the Work required:

the name of the proposed resource; the resume of the proposed resource; and a demonstration that the proposed resource meets: the Contract security requirements;

G. TA Authorization

- 1. The TA Authority will authorize the TA based on:
 - the request submitted to the Contractor pursuant to paragraph E of this clause;
 - the Contractor's response received, submitted pursuant to paragraph F of this clause;
 and
 - the agreed total estimated cost for performing the task or, as applicable, revised task.
- H. Minimum Work Guarantee All the Work Authorized TAs
 - 1. "Maximum Contract Value" means the sum specified in Contract clause 7.6.2 (Canada's Total Liability, Cumulative Total of all authorized TAs); and "Minimum Contract Value" means a fixed amount of \$5,000.00
 - 2. Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with paragraph I.3 of this clause. In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract period to perform the Work. Canada's maximum liability for Work requested in authorized TAs, performed by the Contractor and accepted by Canada must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.
 - 3. In the event that Canada does not request Work in the amount of the Minimum Contract Value during the period of the Contract, Canada must pay the Contractor the difference between the Minimum Contract Value and the cost of the Work requested in authorized TAs, performed by the Contractor and accepted by Canada.
 - 4. Canada will have no obligation to the Contractor under this clause if Canada terminates the Contract in whole or in part for default.
- I. Periodic Usage Reports Contracts with TAs
 - 1. The Contractor must compile and maintain detailed and current data on its performance of Work required and requested under TAs (inclusive of any revisions) authorized and issued under the Contract.
 - 2. No later than 15 calendar days after the end of each of the reporting periods below, the Contractor must submit to the Contracting Authority and Project Authority a periodic usage report containing, in an electronic spreadsheet (such as MSOffice Excel), the data elements specified in

Solicitation No. - N° de l'invitation 47419-208904 Client Ref. No. - N° de réf. du client 1000348904

Amd. No. - N° de la modif. File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv

CCC No./N° CCC - FMS No./N° VME

paragraphs J.3 and J.4 of this clause in the order they are presented. Where at the end of a reporting period, no changes are required to be made to the data contained in the periodic usage report submitted for the previous period, the Contractor must submit a "NIL" report to the Contracting Authority and Project Authority.

The reporting periods are defined as follows:

1st quarter: April 1 to June 30: 2nd guarter: July 1 to September 30: 3rd guarter: October 1 to December 31; and 4th quarter: January 1 to March 31.

- 3. For each TA authorized and issued under the Contract, the data must contain the following data elements in the order presented:
- the TA number appearing on the TA form; 0
- the date the task was authorized appearing on the TA form; 0
- the total estimated cost of the task (Applicable Taxes extra) before any revisions appearing 0 on the TA form;
- the following information appearing on the TA form must be included for each authorized 0 revision, starting with revision 1, than 2, etc.;
- the TA revision number: 0
- the date the revision to the task was authorized; 0
- the authorized increase or decrease (Applicable Taxes extra); 0
- the total estimated cost of the task (Applicable Taxes extra) after authorization of the revision;
- the total cost incurred for the task (as last revised, as applicable), Applicable Taxes extra;
- the total cost incurred and invoiced for the task (as last revised, as applicable), Applicable Taxes extra:
- the total amount of Applicable Taxes invoiced; 0
- the total amount paid, Applicable Taxes included; 0
- the start and completion date of the task (as last revised, as applicable); and
- the active status (i.e., the percentage of the work completed) of the task (as last revised, as applicable) with an explanation (as applicable).
- 4. For all TAs authorized and issued under the Contract, the data must contain the following data elements in the order presented:
- the sum (Applicable Taxes extra) specified in clause 7.6.2, Canada's Total Liability, 0 Cumulative Total of all Authorized TAs, as last amended;
- the total cost incurred for all authorized tasks inclusive of any revisions, Applicable Taxes 0
- the total cost incurred and invoiced for all authorized tasks inclusive of any revisions, \bigcirc Applicable Taxes extra;
- the total amount of Applicable Taxes invoiced for all authorized tasks inclusive of any 0 revisions: and
- the total amount paid for all authorized tasks inclusive of any revisions, Applicable Taxes 0 extra.

Amd. No. - N $^{\circ}$ de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

J. Administration of the TA Process

The administration of the TA process will be carried out by CBSA's project authority. This process includes: monitoring, controlling and reporting on expenditures of the Contract to the Contracting Authority.

7.2 Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the <u>Standard Acquisition Clauses and Conditions Manual</u> (https://buyandsell.gc.ca/policy-and-guidelines /standard-acquisition-clauses-and-conditions-manual) issued by Public Works and Government Services Canada.

7.2.1 General Conditions

2035 (2018-06-21), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

7.2.2 Inspection and Acceptance

The Project Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

7.3 Security Requirement

- **7.3.1** The following security requirement (SRCL and related clauses provided by the <u>Contract Security</u> Program apply and form part of the Contract:
 - 1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer/Supply Arrangement, hold a valid Facility Security Clearance at the level of Secret, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC)
 - The Contractor/Offeror personnel requiring access to protected/classified information, assets or sensitive work site(s) must EACH hold a valid personnel security screening at the level of Reliability Status, Confidential or Secret as required, granted or approved by CISD/PWGSC
 - 3. The Contractor/Offeror must not remove any protected/classified information from the identified work site(s), and the Contractor/Offeror must ensure that its personnel are made aware of and comply with this restriction
 - 4. Subcontracts which contain security requirements are not to be awarded without the prior written permission of CISD/PWGSC
 - 5. The Contractor/Offeror must comply with the provisions of the:
 - 1. Security Requirements Check List and security guide (if applicable), attached at Annex C
 - 2. Industrial Security Manual (Latest Edition).

7.4 Term of Contract

7.4.1 Period of the Contract

The period of the Contract is from Date of Contract to December 23, 2021.

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

7.4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two (2) additional one (1) year period(s) under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least 15 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

7.5 Authorities

7.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Robin St-Louis Title: Contracting Officer

Public Works and Government Services Canada

Acquisitions Branch

Directorate: Professional Services Procurement Directorate

Address: 10 Wellington Street, 5th floor

Telephone: 613-858-6185

E-mail address: robin.st-louis@tpsgc-pwgsc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

7.5.2 Project Authority

The Project Authority for the Contract is:

Name: Geneviève Binet Title: Director General

Organization: Canada Border Services Agency

Address: 191 Laurier Avenue, Ottawa, Ontario, K1A 0L8

Telephone: 613-290-0806

E-mail address: geneviève.binet@cbsa-asfc.gc.ca

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority; however, the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

7.5.3 Contractor's Representative

Name:

Title: '

ADRM Technology Consulting Group Corp.

Address: 1052 St-Laurent Blvd, Unit #2, Ottawa, Ontario, K1K 3B4

Telephone: E-mail address:

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

7.6 Payment

7.6.1 Basis of Payment

TA subject to a Limitation of Expenditure

The Contractor will be paid for its costs reasonably and properly incurred in the performance of the Work specified in the authorized TA in accordance with the basis of payment in Annex B to the limitation of expenditure specified in the authorized TA.

Canada's total liability to the Contractor under the authorized TA must not exceed the limitation of expenditure specified in the authorized TA. Customs duties are included and Applicable Taxes are extra.

No increase in the liability of Canada or in the price of the Work specified in the authorized TA resulting from any design changes, modifications or interpretations of the Work specified in the authorized TA will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been authorized, in writing, by the TA Authority before their incorporation into the Work specified in the authorized TA. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written authorization of the TA Authority. The Contractor must notify the TA Authority in writing as to the adequacy of this sum:

- (a) when it is 75 percent committed, or
- (b) four (4) months before the final delivery date specified in the authorized TA, or
- (c) as soon as the Contractor considers that the authorized TA funds are inadequate for the completion of the Work specified in the authorized TA,

whichever comes first.

If the notification is for inadequate authorized TA funds, the Contractor must provide to the TA Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

7.6.2 Canada's Total Liability

Limitation of Expenditure - Cumulative Total of all authorized TAs

- A. Canada's total liability to the Contractor under the Contract for all authorized TAs, inclusive of any revisions, must not exceed the sum of \$4,100,000.00. Customs duties are included and the Applicable Taxes are extra.
- B. No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
- C. The Contractor must notify the Contracting Authority, in writing, as to the adequacy of this sum:
 - 1. when it is 75 percent committed, or
 - 2. four (4) months before the Contract expiry date, or
 - 3. as soon as the Contractor considers that the sum is inadequate for the completion of the Work requested in all authorized TAs inclusive of any revisions, the applicable basis of payment of which is limitation of expenditure contract clause 7.6.1, TA subject to a Limitation of Expenditure,

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904 Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

whichever comes first.

D. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

7.6.3 Method of Payment

For the Work specified in an authorized TA subject to a limitation of expenditures:

Canada will pay the Contractor on a monthly basis for work performed during the month covered by the invoice in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work performed has been accepted by Canada.

7.6.4 SACC Manual Clauses

A9117C (2007-11-30), T1204 - Direct Request by Customer Department

7.6.5 Electronic Payment of Invoices - Contract

The Contractor accepts to be paid using any of the following Electronic Payment Instruments:

- a. Direct Deposit (Domestic and International); and
- b. Wire Transfer (International Only).

7.6.6 Discretionary Audit

C0705C (2010-01-11), Discretionary Audit

7.7 Invoicing Instructions

 The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

Each invoice must be supported by:

- a. a copy of time sheets to support the time claimed;
- b. a copy of the release document and any other documents as specified in the Contract;
- c. a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses;
- d. a copy of the monthly progress report.

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Invoices must be distributed as follows:

- a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment; and OR
- b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

7.8 Certifications and Additional Information

7.8.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

7.8.2 Federal Contractors Program for Employment Equity - Default by the Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid List" available at the bottom of the page of the Employment and Social Development Canada (ESDC) - Labour's website (https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#). The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

7.9 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

7.10 Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- (a) the Articles of Agreement;
- (b) the general conditions 2035 (2018-06-21), General Conditions Higher Complexity Services;
- (c) Annex A Statement of Work;
- (d) Annex B Basis of Payment:
- (e) Annex C Security Requirements Check List;
- (f) Annex D Insurance Requirements:
- (g) the signed Task Authorizations (including all of its annexes, if any);
- (h) Contractor's Supply Arrangement E60ZT-18TSPS; and
- (i) the Contractor's bid dated February 3, 2020.

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

7.11 Insurance Requirements

The Contractor must comply with the insurance requirements specified in Annex D. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. Coverage must be placed with an Insurer licensed to carry out business in Canada. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

7.12 Additional Resources

The Contractor grants to Canada the irrevocable option to acquire additional resource(s) described at Annex A of the Contract under the same conditions and at the rates stated in the Contract.

Additional Resources Process

- 1. The Project Authority will provide the Contractor with the request to acquire additional resource(s).
- The request to acquire additional resource(s) will contain details such as, the number of required additional resource(s), the preferred start date and a description of the major tasks to be performed.
- 3. The Contractor must provide the Project Authority, within 5 calendar days of its receipt, the qualifications and experience of the proposed additional resource(s). Each additional resource(s) will be assessed against the Attachment 1 to Part 4, Flexible Grid and the Attachment 2 to Part 4, Technical Criteria. If the required number of additional resource(s) cannot be fully met by the Contractor, the required resources will be procured using another method of procurement.

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

ANNEX A, STATEMENT OF WORK

1. Title

Advisory services to support the Canada Border Services Agency (CBSA) and its Chief Transformation Officer in the stewardship and delivery of a suite of enterprise-wide transformational projects and activities.

2. Objective

The objective is to establish a high level road map and performance measurement framework in support of the Agency's transformation vision and strategy, and to provide project management support when required to specific projects from the portfolio of the transformation related projects.

Success in this regard will be defined by the ability of the CBSA to:

- Organize, manage, and drive the Agency's transformation related projects in an integrated fashion;
- b. Establish a transformation performance measurement framework with outcomes and indicators; and,
- c. Assist in the management and delivery of specific transformation projects by providing advisory services.

3. Background

The CBSA is responsible for border management that contributes to the safety and security of Canada and facilitates the flow of persons and goods, thereby contributing to Canada's prosperity. The CBSA is faced with both increasing border volumes and increasing complexity in its operating environment. These external drivers require a shift in the Agency's operating model towards risk-based compliance and the use of emerging technology to expedite the flow of legitimate goods and people and more precisely identify higher risk transactions for greater scrutiny.

The Chief Transformation Officer (CTO) Branch was created at the start of 2018-19 with a mandate to provide overarching leadership on the Agency's journey to transform, renew and modernize its business processes. This includes setting strategic direction and priorities and identifying the interdependencies and sequencing of the various strategic and tactical initiatives across the organization.

The Agency has a transformation vision and high-level strategy, along with several in-flight and recently approved projects that will begin to shift the Agency's operating model. The CTO has a need for a coherent storyline, unified vision and an implementation roadmap for modernization that takes into account in-flight and planned activities, while highlighting interdependencies and potential gaps. The CTO also has a need for advice and expertise on the further development and implementation of vision and an implementation roadmap for modernization.

Additionally, the CTO may require on-demand advice related to business process change and reengineering advice to support management and delivery of individual projects within the portfolio of transformation activities.

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

4. Scope

The Office of the CTO will require support throughout the delivery of its transformational strategy and associated projects, initiatives and activities. Services from the Contractor may include the provision of resources to support and supplement the Office of the CTO by way of project management, business process re-engineering, change management, and/or performance measurement services.

5. Tasks and Deliverables

The actual scope of the specific work will be detailed in a TASK Authorization (TA).

Contracted individuals would work with the Director, Transformation Delivery, within the CTOB to lead a task team, consisting of consultants and CBSA employees who will be dedicated to the following tasks and the development and iteration of the following deliverables identified below.

Tasks:

- Project manage the task team.
- Consult with senior executives from across the agency to ensure requirements and expectations are well understood and reflected in the deliverables as required.
- Facilitate workshops with stakeholders from across the Agency to solicit input on the direction and structure of the transformation program and the key deliverables.
- Review and analyze existing transformation strategies and plans.
- Review and analyze existing transformation project plans and associated documents.
- Prepare and present a transformation storyline and briefing materials to executives as required.
- Prepare deliverables and ensure outputs are cohesive and compelling.
- Provide strategic advisory services to the executives in the CTOB as required.

Deliverables may include:

- Logic Model
- · Results framework
- · Prioritization framework
- Transformation Program Registry
- Graphical representation of dependencies and interrelationships
- Operational Delivery model
- Integrated Plan
- Transformation Office Concept of Operations
- Storyline Deck

Additionally, CBSA may require the following resources in support of the CBSA transformational activities and projects. Call-up of resources will be done through the issuance of Task Authorizations (TAs) in which details of specific level of effort and deliverables will be agreed to. These activities are expected to include:

Project Leader/Executive, Senior

CBSA requires the services of a Project Leader/Executive to support the CBSA transformation portfolio of projects and project teams. The Project Leader/Executive must provide overall oversight, guidance and advice on all matters associated with the transformation portfolio and specific projects identified in the task authorization.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

- Provide oversight to the active engagement of stakeholders and change management in the successful implementation of the identified projects.
- Development of strategic portfolio and project documents, including, but not limited to, strategies and plans, charters, risk mitigation strategies, and roadmaps;
- Recommend the readiness for approval of each project charter and project management plan:
- Transfer functional and technical knowledge to the departmental project teams through individual and group training, demonstrations, written instructions, and documents on an ongoing basis throughout the life of the project; and,
- Provide strategic advice and guidance to CBSA senior executives via presentations on the effective management and execution of the transformation agenda.

Deliverables will be specified at time of the issuance of the TA but could include:

- A work plan for the activities to be undertaken;
- Report on activities undertaken including the following:
- Activities completed within the reporting period;
- Planned activities for the next reporting period:
- Risks/issues that will require the attention of the Project Authority; and
- · Corrective actions required.

Project Manager, Senior

CBSA requires the services of a Project Manager to support the CBSA transformation portfolio of projects and project teams. The Project Manager must provide overall oversight, guidance and advice on all matters associated with the transformation portfolio and specific projects identified in the task authorization.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Develop and produce key project phases / deliverables
- Project plans, status updates and presentations as required
- Other deliverables related to this role as required by the Project Authority
- Develop and produce integrated project plans
- Create Key Performance Indicators (KPIs)
- Provide advice, support on the development of project plans for Functional Leads of the nine business functions
- Develop and produce dashboards and program monitoring tools
- Create and develop reports that include lessons learned
- Support the Project Authority by developing presentations and briefing material intended for senior CBSA management

Deliverables will be specified at time of the issuance of the TA but could include:

- Manage the project during the development, implementation and startup by ensuring that
 resources are made available and that the project is developed and is fully operational
 within previously agreed time, cost and performance parameters
- Formulate statements of problems; establish procedures for the development and implementation of significant, new or modified project elements to solve problems, and obtain necessary approvals
- Define and document the objectives for the project; determine budgetary requirements, the composition, roles and responsibilities
- Report progress of the project on an ongoing basis and at scheduled points in the life cycle
- Meet in conference with stakeholders and other project managers and states problems in a form capable of being solved
- Prepare plans, charts, tables and diagrams to assist in analyzing or displaying problems; work with a variety of project management tools

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Project sign-off

Business Architect, Senior

CBSA requires the services of a Business Architect to provide leadership in the approach and management of CBSA's transformation. The Business Architect must provide an integrated architectural perspective on transformation, including portfolio, project, change, performance, and architecture management, according to detailed business transformation architecture requirements outlined in specific Task Authorizations.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Lead the business transformation architecture activities;
- Provide strategic advice and guidance in establishing the Transformation Office, including definition of functions, processes, and capabilities.
- Lead in the development of business transformation design and architecture, business transformation architecture standards definition and application of business transformation processes:
- Responsible for the analysis of the current state business processes and development of future state business process models
- Identify opportunities for performance improvement
- · Conduct change impact assessments
- Development implementation and change management plans
- Lead teams through program and service design engagements
- Facilitate multi-stakeholder workshops to support the definition and planning of transformation implementation
- Provide knowledge transfer, coaching and/or training to CBSA staff as required.

Deliverables will be specified at time of the issuance of the TA but could include:

- Transformation program registry and architecture
- Organizational design documents (functions, processes, capabilities)
- Transformation strategy, roadmap, and plan
- Business model(s) and Target Operating Model(s)
- · Change impact assessments
- · Change management strategy and plan
- Business process documentation
- Facilitated workshops (including all plans and materials)
- Performance measurement framework

Business Architect, Intermediate

CBSA requires the services of a Business Architect to provide support in the approach and management of CBSA's transformation. The Intermediate Business Architect supports the Senior Business Architect and provides an integrated architectural perspective on transformation, including portfolio, project, change, performance, and architecture management, according to detailed business transformation architecture requirements outlined in specific Task Authorizations.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Support the business transformation architecture activities:
- Provide advice and guidance in establishing the Transformation Office, including definition of functions, processes, and capabilities.

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

- Assist in the development of business transformation design and architecture, business transformation architecture standards definition and application of business transformation processes;
- Analyze current state business processes and develop future state business process models
- Identify opportunities for performance improvement
- · Conduct change impact assessments
- Development implementation and change management plans
- Support teams through program and service design engagements
- Facilitate multi-stakeholder workshops to support the definition and planning of transformation implementation

Deliverables will be specified at time of the issuance of the TA but could include:

- Transformation program registry and architecture
- Organizational design documents (functions, processes, capabilities)
- Transformation strategy, roadmap, and plan
- Business model(s) and Target Operating Model(s)
- · Change impact assessments
- Change management strategy and plan
- Business process documentation
- Facilitated workshops (including all plans and materials)
- · Performance measurement framework

Change Management Consultant Senior

CBSA requires the services of Change Management Consultants to support the CBSA Transformation. The primary requirement is to support the people side of change, creating a structured change management implementation strategy so that there is consistency in adopting change for employees impacted by the change, and when appropriate the project teams. The Change Management Consultant must provide overall advice on all matters associated with change management associated with the specific project identified in the Task Authorization.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Identify the most expected and potential points of resistance to change. Develop counter strategies to reduce the resistance and address the doubts and uncertainty surrounding the change to foster a positive acceptance of change;
- Create specific change management plans with respect to training and orientation of employees for each major change/project;
- Develop a detailed work plan based on the change agenda and how the various changes will need to be implemented;
- Establish parameters to measure the early adoption, effective utilization and proficiency to new change initiatives for individual employees and organizational units;
- Conduct an assessment of change impact and requirements;
- Identify deviations in performance from the change standards and implement strategies for corrective action to achieve full organizational adoption to change;
- Develop a change management and communications strategy and plan for each project;
 and
- Transfer functional and technical knowledge to the project team and client staff through individual and group training, demonstrations, written instructions and documents on an ongoing basis throughout the life of the project.
- Act in a senior advisory capacity to significantly increase the strategic nature and quality
 of change management and communications activities across all key stakeholder groups;
- Provide expert change management, communications and stakeholder engagement leadership for the project;

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

- Develop readiness assessment, gap analysis and management action plan for projects;
- Assist with organizational needs assessment and planning strategic change interventions and mitigation strategies to meet change objectives and goals, including establishing and supporting change agent networks internal or external to CBSA;
- Develop Change Sponsorship and Leadership competency-development strategies working in close collaboration with executive sponsors making linkages to existing leadership development models being used at CBSA;
- Lead and support the development of various communications and engagement products, including presentations, communiqués, announcements, briefings, speaking points, questions and answers, web content, press releases, social media updates;
- Align the communication plans with the overall change management strategy;
- Review and assess existing communications collateral and provide clear recommendations on improvements;
- Coach leaders to help them work through the implications of change and to become
 effective leaders and sponsors of change;
- In support of the change leadership plan, attend CBSA Senior Executive, as well as other
 meetings, as required and support and engage senior leaders, managers and
 supervisors, to fulfill the role of change sponsor to help their direct reports through
 transitions;
- Develop and implement processes to measure the effectiveness of change management and leadership efforts to ensure measurable improvements in managing and leading change and its impact on stakeholders in transformation initiatives. As part of this work, support the development of and maintain People Readiness assessments for transformation programs – both from a client and CBSA perspective, in collaboration with the Chief Transformation Officer Branch;
- Provide executive advice to the President, CTO, Vice Presidents and Directors General on strategy for engaging senior government officials and positioning the CBSA Renewal Project's new service delivery model;
- Develop project-specific change management, communications and engagement plans and key messages based on diagnostic and gap identification;
- Develop the overarching change management, communications and engagement strategy and key messages;
- Design and implement communications activities that are aligned to existing CBSA management frameworks and project plans in continuing support of CBSA's transformation agenda;
- Develop presentations and other products for senior management and stakeholder groups as required.
- Provide guidance and oversight to CBSA Renewal change management, communications and engagement activities and processes.

Deliverables will be specified at time of the issuance of the TA but could include:

- Development and delivery of a change management plan;
- Interview guides and supporting workshop materials;
- A change impact assessment including a comprehensive stakeholder analysis;
- A change management strategy and plan including cost estimates, change implementation schedule and roles and responsibilities;
- Executive and staff level presentations for regular communications and product launch purposes; and
- Ad hoc presentations and reports as requested by the Project Authority and within the approved work plan.

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Change Management Consultant Intermediate

This resource will provide change management and stakeholder engagement support to the CTOB and to CBSA Renewal initiatives, as coordinated by the CTOB.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Provide assistance to the Project Authorities for the scheduling of change management and change leadership activities, change management deliverables and their dependencies into the Project Schedules.
- Develop, prepare and maintain the following deliverables according to the Project Schedules:
 - · Change management strategies;
 - Change Leadership Strategy
 - · Change management plans;
 - Stakeholder assessments;
 - Change impact assessments;
 - Stakeholder engagement strategies;
 - Stakeholder engagement plans;
 - Communications strategies
 - Communications action plans
 - Partners and clients organizational capacity assessments;
 - Partners and clients organizational readiness assessments and plans;
 - Workforce management strategy and other departmental and government wide initiatives supporting people (such as Beyond 2020 and PSES);
 - Engagement reporting; and
 - Change management toolkits.
- Ensure the change initiatives are scheduled in the forward agendas of the various CBSA Governance bodies, progress tracked, monitored and approved, as needed
- Support any Change Agent Network or stakeholder-related meetings (logistics and management) for both partner and CBSA-led.
- Develop presentations for CBSA Governance bodies and ensure governance requirements and milestones are integrated into stakeholder engagement deliverables.
- Develop presentations to communicate findings, options, approaches and solicit decisions from executives, as required.
- Plan, coordinate and execute stakeholder engagement events, including but not limited to planning, facilitating, and reporting.
- Lead and support the development of various stakeholder engagement products including presentations, communiqués, announcements, briefings, speaking points, questions and answers, internet/intranet content, press releases, social media updates;
- Support coordination of communications and engagement activities.

Business Process Consultant, Senior

CBSA requires the services of a Business Process Consultant to document current and future state business processes in support of major projects as identified in each Task Authorization. The focus will be on defining current state process, identifying potential processes for streamlining, and providing a future state streamlined process. The Business Process Consultant must work closely with project authorities, business leads, and the project teams to identify and outline processes, provide advice on business requirements and implementation plans. The Business Process Consultant must provide overall advice on all business process re-engineering matters associated with the specific project identified in the Task Authorization.

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Review existing business processes and identify potential processes for streamlining;
- Provide recommendations to processes based on analysis of current processes and business needs:
- Work with the project team, business leads, and IT leads to identify opportunities for streamlining;
- Provide expert advice on business requirements, data flows, process design, and efficiencies to be gained through various process and workflow scenarios;
- Transfer functional and technical knowledge to the project team and client staff through individual and group training, demonstrations, written instructions and documents on an ongoing basis throughout the life of the project.

Deliverables will be specified at time of the issuance of the TA but could include:

- Current business processes and work flows;
- To be processes and work flows;
- Implementation plan based on analysis;
- Risks and mitigation strategies for proposed implementation plan;

Business Process Consultant, Intermediate

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Analyse business functional requirements to identify information, procedures and decision flows in order to optimize, streamline and accrue benefits for the CBSA
- Using business, workflow and organizational software tools
- Mapping existing processes and developing and mapping recommended new processes and changes as they relate to the Renewal/ Transformation Initiative

Deliverables will be specified at time of the issuance of the TA but could include:

- Current business processes and work flows:
- To be processes and work flows;
- Implementation plan based on analysis;
- Risks and mitigation strategies for proposed implementation plan;

Business Consultant, Senior

CBSA requires the services of a Business Consultant at the Senior level to provide leadership in the design of transformed program and service delivery as outlined in specific Task Authorizations.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- · Lead program and service design activities;
- Assist in the development of business transformation design and architecture, business transformation architecture standards definition and application of business transformation processes;
- Analyze current state business processes and develop future state business process models
- · Identify opportunities for performance improvement
- Develop implementation and change management plans
- Facilitate multi-stakeholder workshops to support the definition and planning of transformation implementation

Deliverables will be specified at time of the issuance of the TA but could include:

- Transformation strategy, roadmap, and plan
- Business model(s), Target Operating Model(s), and Service Model(s)

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

- Business process documentation
- Change management documentation
- · Facilitated workshops (including all plans and materials)

Business Consultant, Intermediate

CBSA requires the services of a Business Consultant at the Intermediate level to provide consulting services in the design of transformed program and service delivery as outlined in specific Task Authorizations.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Support program and service design activities;
- Analyze current state business processes and develop future state business process models
- Identify opportunities for performance improvement
- Develop implementation and change management plans
- Facilitate multi-stakeholder workshops to support the definition and planning of transformation implementation

Deliverables will be specified at time of the issuance of the TA but could include:

- Transformation strategy, roadmap, and plan
- Business model(s), Target Operating Model(s), and Service Model(s)
- Business process documentation
- Change management documentation
- Facilitated workshops (including all plans and materials)
- Performance measurement framework

Business Consultant, Junior

CBSA requires the services of a Business Consultant at the Junior level to provide consulting services in the design of transformed program and service delivery as outlined in specific Task Authorizations.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Assist program and service design activities;
- Analyze current state business processes and develop future state business process models
- Identify opportunities for performance improvement
- Development implementation and change management plans
- Facilitate multi-stakeholder workshops to support the definition and planning of transformation implementation

Deliverables will be specified at time of the issuance of the TA but could include:

- Transformation strategy, roadmap, and plan
- Business model(s) and Target Operating Model(s)
- Change management strategy and plan
- Business process documentation
- Facilitated workshops (including all plans and materials)

6. Acceptance Criteria of Deliverables

All deliverables shall be done with Microsoft Suite products, such as MS Project, MS Word, MS Excel and MS PowerPoint, Adobe Acrobat or other formats as mutually agreed upon by the supplier and the Project Authority.

Amd. No. - N $^{\circ}$ de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Deliverables will use plain language and messaging adapted for their intended audience.

7. Reporting Requirements

When a TA has been authorized, the resource must provide a weekly status report in MS Word electronically to the Project Authority outlining what work was undertaken during the reporting period, what work is still outstanding, and any issues or concerns that the resource wants to identify to the attention of the Project Authority.

The status reports must also be supported by a monthly detailed time sheet mapped to deliverables, using standard template.

8. Change Management Procedures

No increase in the total liability of Canada or in the price of Work resulting from any design changes, modifications or interpretations of specifications, made by the Contractor, will be authorized or paid to the Contractor unless such changes, modifications or interpretations, have been approved, in writing, by the Contract Authority, prior to their incorporation into the Work. The Contractor shall not be obliged to perform any work or provide any service that would cause the total liability of Canada to be exceeded, unless an increase is authorized by the Contract Authority.

9. Client Support

At no time is CBSA classified data to be accessed to or from the Contractor's IT systems through the use of a session or link (e.g. VPN) be permitted. The Contractor must comply with CBSA internal security policies, directives, standards, and guidelines at all times during the Contract.

CBSA's classified data is not to be removed from CBSA sites, nor will access to or from the Contractor's IT systems through the use of a session or link (e.g. VPN) be permitted.

The CBSA's working hours are between 07:00 to 18:00 Monday through Friday, except for Statutory Holidays where Government Offices are closed. These are core hours and are not representative of the Contractor's work day. All proposed personnel could be asked to be available to work outside normal office hours during the duration of the Contract. The Project Authority will advise the Contractor as soon as possible of any required work outside standard working hours.

10. Travel

Travel within the National Capital Region (NCR) will not be reimbursed.

11. Language

The primary language of work is English; however work may be conducted in either Official Language (English and/or French). All final deliverables will be in both official languages. The Contractor must also be able to provide resources capable of conducting meetings, working sessions and interviews in both official languages when specified in the specific Task Authorizations.

12. Work Location

The work will be primarily in the National Capital Region (NCR). Work locations will vary across the NCR depending on the requirement. The Contractor's resources may be required to work onsite at CBSA site offices or Contractor's offices or by tele/videoconference depending on the Task Authorization issued.

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

ANNEX B, BASIS OF PAYMENT

A- Contract Period (From Contract Award to December 23, 2021)

During the period of the Contract, for Work performed in accordance with the Contract, the Contractor will be paid as specified below.

1.0 Professional Fees

	TSPS Stream and Category	All-Inclusive Firm Per Diem Rate (In CAD \$)
1	Contract Period 1: From Contract Award to December	
	23, 2021	
1a	3.3 Project Leader/Executive - Senior	
1b	3.2 Project Manager - Senior	
1c	2.8 Business Architect - Senior	
1d	2.8 Business Architect - Intermediate	
1e	2.6 Change Management Consultant – Senior	
1f	2.6 Change Management Consultant – Intermediate	
1g	2.5 Business Process Consultant – Senior	
1h	2.5 Business Process Consultant – Intermediate	
1i	2.5 Business Consultant – Senior	
1j	2.5 Business Consultant – Intermediate	
1k	2.5 Business Consultant – Junior	

For the purpose of this Contract, a day is defined as 7.5 hours of work, exclusive of meal breaks. Payment will be made for days actually worked, with no provision for annual leave, statutory holidays and sick leave. If time worked is more or less than a day, the all inclusive fixed daily rate must be prorated to reflect the actual time worked.

Total Estimated Cost of Professional Fees: \$4,100,000.00

B- Option to Extend the Term of the Contract

This section is only applicable if the option to extend the Contract is exercised by Canada.

During the extended period of the Contract specified below, the Contractor will be paid as specified below to perform all the Work in relation to the Contract extension.

1.0 Extended Contract Period (From expiry of Contract Period 1 to 2 years later)

	TSPS Stream and Category	All-Inclusive Firm Per Diem Rate (In CAD \$)
2	Option Period 1: From expiry of Contract Period 1 to one	
	year later	
2a	3.3 Project Leader/Executive - Senior	
2b	3.2 Project Manager - Senior	
2c	2.8 Business Architect - Senior	

Solicitation No. - N° de l'invitation 47419-208904 Client Ref. No. - N° de réf. du client 1000348904 Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

File No. - N° du dossier

005zv CCC No./N° CCC - FMS No./N° VME

2d	2.8 Business Architect - Intermediate	
2e	2.6 Change Management Consultant – Senior	
2f	2.6 Change Management Consultant – Intermediate	
2g 2h	2.5 Business Process Consultant – Senior	
2h	2.5 Business Process Consultant – Intermediate	
2i	2.5 Business Consultant – Senior	
2j	2.5 Business Consultant – Intermediate	
2k	2.5 Business Consultant – Junior	

		All-Inclusive Firm Per Diem Rate (In
	TSPS Stream and Category	CAD \$)
	,	,
3	Option Period 2: From expiry of Option Period 1 to one	
	year later	
3a	3.3 Project Leader/Executive - Senior	
3b	3.2 Project Manager - Senior	
3c	2.8 Business Architect - Senior	
3d	2.8 Business Architect - Intermediate	
3e	2.6 Change Management Consultant – Senior	
3f	2.6 Change Management Consultant – Intermediate	
3g	2.5 Business Process Consultant – Senior	
3h	2.5 Business Process Consultant – Intermediate	
3i	2.5 Business Consultant – Senior	
3j	2.5 Business Consultant – Intermediate	
3k	2.5 Business Consultant – Junior	

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur 005zv

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

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ANNEX C, SECURITY REQUIREMENTS CHECK LIST

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3. a) Subcontract Nun	iber / Num	éro	du contrat de sous-traitance	3. b) Name	and	Address of Subcor	tractor / Nom et adresse du sc	ius-tra	iitarit	•••••	
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23

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Solicitation No. - N° de l'invitation 47419-208904 Client Ref. No. - N° de réf. du client 1000348904

Government Gouvernement du Canada

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

File No. - N° du dossier

005zv CCC No./N° CCC - FMS No./N° VME

COMMON-PS-SRCL#19 Contract Number / Numéro du contrat Security Classification / Classification de sécurité

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8. Will the sup Le fournissi If Yes, indic	inued) / PARTIE A (suite) plier require access to PROTECTED a sur aura-t-il acces à des renseignemer ate the level of sensitivity: native, indiquer le niveau de sensibilité	nts ou à des biens COMSEC di		CLASSIFIÉS?	✓ No Yes Non Oui					
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Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

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Contract Number / Numéro du contrat Security Classification / Classification de sécurité UNCLASSIFIED

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TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité UNCLASSIFIED

Canadä

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

COMMON-PS-SRCL#19 Government Gouvernement of Canada du Canada

Contract Number / Numéro du contrat
 Security Classification / Classification de sécurité
UNCLASSIFIED
UNCUASSIFIED

PART D - AUTHORIZATION / PAR	TIE D - AUTORISATIO	N				
 Organization Project Authority / 0 				f management		4
Name (print) - Nom (en lettres moule	Title - Titre		Signature	116001	9	
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Telephone No N° de téléphone	Facsimile No N° de	télécopieur	E-mail address - Adresse cou	miel	Date	20-dec 18
613-952-2933			susan. Chambers Och	15a-ASPC	gc-cq	10-0ec 11
14. Organization Security Authority	Responsable de la séc	curité de l'organ	isme		*	
Name (print) ; Nom (en lettres moule	es)	Title - Titre		Signature	21:2	/
Stephens lufon	Lune	Green	to Specialist.		414C	- :
Telephone No N° de téléphone	Facsimile No N° de	télécopiey#	E-mail address - Adresse cou	niel	Date	/
348 301 7776		Stock	rne lafortune acc	31418	4. ce. 7.	1.8018.
15. Are there additional instructions Des instructions supplémentaire	(e.g. Security Guide. S s (ρ. ex. Guide de sécu	ecurity Classific	ation Guige) attached?		s?	No Yes Non Oui
16. Procurement Officer / Agent d'ap	provisionnement					Digitally signed by 150 outs Probin
Name (print) - Nom (en lettres moule		Title - Titre		Signature	StLouis,	SN/ CN + Studes, Robin C + CA O + GC OU + PROSC TPSOC
					Robin	/Code 2008 12 24 08 22 11 40 00
Telephone No N° de téléphone	Facsimile No Nº do	télécopieur	E-mail address - Adresse co	urriel	Date	
17. Contracting Security Authority /	Autorilé contractante er	n matière de sè	curité	***************************************		
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Jacques Saumur Jacques Saumur
Contract Security Officer
Contracts Security Division|Division des contrats sécurité /
Contract Security Program|Programme de sécurité des contrats /
Public Services and Procurement Canada| Services publics et Approvisionnement Canada Jacques.Saurnur@lpsgc-pwgsc.gc.ca Tetephone | Téléphone 613-948-1732 Facsimile | Télécopieur 613-948-1712

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité UNCLASSIFIED

Canadä

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

ANNEX D, INSURANCE REQUIREMENTS

- 1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
- 2. The Commercial General Liability policy must include the following:
 - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
 - b. Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
 - c. Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
 - d. Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
 - e. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - f. Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - g. Employees and, if applicable, Volunteers must be included as Additional Insured.
 - h. Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
 - i. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
 - j. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
 - k. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
 - I. Litigation Rights: Pursuant to subsection 5(d) of the Department of Justice Act, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

Director Business Law Directorate, Quebec Regional Office (Ottawa), Department of Justice, 284 Wellington Street, Room SAT-6042, Ottawa, Ontario, K1A 0H8

For other provinces and territories, send to:

Senior General Counsel, Civil Litigation Section, Department of Justice 234 Wellington Street, East Tower

Amd. No. - N° de la modif.

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Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Ottawa, Ontario K1A 0H8

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to codefend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

- 3. The Contractor must obtain Errors and Omissions Liability (a.k.a. Professional Liability) insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature but for not less than \$1,000,000 per loss and in the annual aggregate, inclusive of defence costs.
- 4.If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- 5. The following endorsement must be included:

Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

ANNEX E, TASK AUTHORIZATION FORM

Contract Number	At STEP 1 a, enter the PWGSC resulting contract number.							
Task Authorization (TA) Number	Instructions to the TA Authority: Enter the number here.							
Contractor's Name and Address								
Instructions to the TA Authority: Enter the name and address here.								
Total Estimated Cost of Task (Applicable Taxes extra) before any \$ Instructions to the TA								
revisions: Authority: Enter the amount here.								
TA Revisions Previously Authorized								
Instructions to the TA Authority: the information for the prevassigned revision numbers (the first revision must be identifiauthorized, enter \$0.00. Add rows, as needed								
TA Revision Number:Instructions to		or Decrease (Applicable Taxes extra)						
the TA Authority: Enter the number here, as applicable.		ctions to the TA Authority: Enter the amount						
TA Davisian Number	here, as applicable.	an Danasaa (Amaliankia Taura antus)						
TA Revision Number: Instructions to the TA Authority: Enter the number here, as applicable.		or Decrease (Applicable Taxes extra) ctions to the TA Authority: Enter the amount						
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TA Revision Number: Instructions to		or Decrease (Applicable Taxes extra)						
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	here, as applicable.							
TA Revision Number:Instructions to	or Decrease (Applicable Taxes extra)							
the TA Authority: Enter the number here, as applicable.		ctions to the TA Authority: Enter the amount						
TA Davisian Number:	here, as applicable.	or Decrees (Applicable Tayon sytra)						
TA Revision Number: Instructions to the TA Authority: Enter the number here, as applicable.		or Decrease (Applicable Taxes extra) ctions to the TA Authority: Enter the amount						
the FA Authority. Enter the number here, as approache.	here, as applicable.	ctions to the TA Additionty. Enter the amount						
New TA Revision	, , , , ,							
Instructions to the TA Authority: the first revision must be in is authorized, enter \$0.00. TA Revision Number: Instructions to	Authorized Increase	or Decrease (Applicable Taxes extra)						
the TA Authority: Enter the number here, as applicable.	\$ Instructions to the TA Authority: Enter the amount here, as applicable.							
Total Estimated Cost of Task (Applicable Taxes extra		Instructions to the TA Authority: Enter						
this revision:	, ————————————————————————————————————	re, as applicable.						
Contract Security Requirements (as applicable)								
This task includes security requirements. At STEP 1 a)	: check the applicable boxe	rs.						
□ No								
Yes. Refer to the Security Requirements Checklist (SRCL) annex of the Contract.								
Remarks: At STEP 1 a), 2a) or 3, enter the remarks, if any, or enter : "N/A".								
Required Work								
Instructions to the TA Authority: The content of sections A, I the instructions for Section A, click on the hyperlink.	B, C and D below must be	e in accordance with the Contract. To view						

Solicitation No. - N° de l'invitation 47419-208904 Client Ref. No. - N° de réf. du client 1000348904 Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

File No. - N° du dossier

SECTION A - Task Description of the Work Required Instruc	tions for Section A
SECTION B – Applicable Basis of Payment Instructions for Section	ın D
SECTION B - Applicable Basis of Fayine in misudons for Section	
SECTION C - Cost Breakdown of Task Instructions for Section C	
SECTION D- Applicable Method of Payment instructions for Sect	ion D
Authorization - Authorization	
By signing this TA, the Project Authority or the PWGSC Contracting Au certify (ies) that the content of this TA is in accordance with the Contrac	
En apposant sa signature sur cette AT, le chargé de projet ou l'autorité lieu, les deux atteste(nt) que le contenu de cette AT respecte les condit	
Name of Project Authority - Nom du chargé de projet	
, , , , , , , , , , , , , , , , , , , ,	
Signature	Date
Name of PWGSC Contracting Authority -	
Nom de l'autorité contractante de TPSGC	
Signature	Date
Contractor's Signature - Signature de l'entrepreneur	
Name and title of individual authorized to sign for the Contractor	
Nom et titre de la personne autorisée à signer au nom de l'entrepreneur	
Signature	Date
Oignature	Date

ANNEX E, TASK AUTHORIZATION FORM

Contract Number	47419-208904/001/ZV		
Task Authorization (TA) Number	ization (TA) Number TA 05		
Contractor's Name and Address			
ADRM TECHNOLOGY CONSULTING GROUP (CORP		
1052 St-Laurent Blvd, Unit #2			
Ottawa, Ontario			
K1K3B4 Canada			
Total Estimated Cost of Task (Applicable Taxes	extra) before	\$110,853	
any revisions:	,		
TA Revisions Previously Authorized			
Instructions to the TA Authority: the information for the	previously author	zed revisions must be presented in	
ascending order of assigned revision numbers (the first			
etc.). If no increase or decrease was authorized, enter \$			
TA Revision Number:		rease or Decrease (Applicable Taxes	
	extra)		
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	extra)		
	\$	_	
TA Revision Number:	Authorized Inc	rease or Decrease (Applicable Taxes	
	extra)		
\$			
TA Revision Number:		rease or Decrease (Applicable Taxes	
	extra)		
New TA Revision		_	
Instructions to the TA Authority: the first revision must be identified as No. 1, the second as No. 2, etc. If no increase			
or decrease is authorized, enter \$0.00.	ne inclinited as lar	. i, the second as no. 2, etc. ii no morease	
TA Revision Number:	Authorized Inc	rease or Decrease (Applicable Taxes	
	extra)	(11	
	\$	_	
Total Estimated Cost of Task (Applicable Taxes			
extra) after this revision: \$			
Contract Security Requirements (as applicable	<u>e) </u>		
This task includes security requirements:			
	□ No		
☑ Yes. Refer to the Security Requirements Checklist (SRCL) in the contract.			
Remarks: Secret Clearance required.			
Nomano. Ocoret olearance required.			

Required Work

SECTION A – Task Description of the Work Required

Background:

The CBSA is responsible for border management that contributes to the safety and security of Canada and facilitates the flow of persons and goods, thereby contributing to Canada's prosperity. The CBSA is faced with both increasing border volumes and increasing complexity in its operating environment. These external drivers require a shift in the Agency's operating model towards risk-based compliance and the use of emerging technology to expedite the flow of legitimate goods and people and more precisely identify higher risk transactions for greater scrutiny.

The Agency has a transformation vision and high-level strategy, along with several in-flight and recently approved projects that will begin to shift the Agency's operating model.

Objective

The objective of this TA is to provide project management services to the Intelligence and Enforcement Branch's Project Delivery Division (PDD) throughout the delivery of its major projects. The PDD is responsible for the planning, delivery and management of assigned projects, including the implementation of project management processes and controls and project development activities, such as business transformation and change management, through the design, development, and implementation phases of assigned projects. All work is expected to be in line with CBSA and Treasury Board Secretariat project management policies.

Resource requirements

In terms of this specific requirement, CBSA requires the services of:

Number	Resource Category	
	Project Leader/Executive, Senior	
1	1 Project Manager, Senior	
	Business Architect, Senior	
	Business Architect, Intermediate	
	Change Management Consultant, Senior	
	Change Management Consultant, Intermediate	
	Business Process Consultant, Senior	
	Business Process Consultant, Intermediate	
	Business Consultant, Senior	
	Business Consultant, Intermediate	
	Business Consultant, Junior	

Tasks

The Contractor must perform the following tasks:

- Plan and coordinate project management activities including financial, planning and reporting aspects;
- Plan, direct and control the activities of a project team in order to meet project objectives for scope, costs, schedule and quality. The Project Delivery Division projects are multi-departmental, and this work includes overseeing and directing (in such a way that respects departmental mandates) the project activities of Other Government Department (OGD) partners, as appropriate;
- Develop and/or review and provide feedback on various project artefacts (e.g., project management plans, charts, tables, diagrams and presentations when required) for reporting purposes and/or to assist in identifying/resolving project issues;
- Prepares briefings, project status reports and dashboards on an ongoing basis, including gating documents and official project artefact to Treasury Board Secretariat;

- Monitor the design and implementation of the project against established goals, objectives and milestones;
- Create and maintain project risk, issue and change management plans as well as logs/registers on an ongoing basis. This includes leading ongoing risk/issue/change management and monitoring activities with CBSA and OGD partners;
- Develop and provide input into the project schedule on an ongoing basis. This
 includes meeting with stakeholders and other project managers, as required;
- Develop and deliver presentations and lead discussions of project progress and issues at various levels of governance committees (eg, Manager, Director, Director General, etc);
- Develop, plan, analyze, evaluate and prioritize deliverables and requirements, especially as new priority elements come into play;
- Determine and obtain budgetary requirements related to the project;
- Develop and maintain project control and reporting procedures and manage changes to plans;
- Coordinate, draft and prepare for signature formal project documents and reports; and
- Prepare transition and evaluation plans and conduct lessons learned exercises.

Deliverables and Associated Schedule:

Lead, coordinate and provide input into the dashboard and summary report for the project using approved templates (MS Excel and Word);	monthly basis
Update and maintain the project schedule using approved templates (MS Project, Excel, etc., as directed);	bi-weekly basis, or sooner if developments arise
Update and maintain the risk, issue and change request logs using MS Word and MS Excel;	bi-weekly basis, or sooner if developments arise
Develop the presentations and supporting documents for projet gate meetings using the approved templates (MS Powerpoint and other artefacts in MS Word and Excel);	by the dates specified in the project schedule
Develop project briefing material (eg, project plans) for executive level governance committees, and present at these committees;	as requested
Lead and coordinate meetings with project stakeholders, including the preparation and presentation of material;	on a bi-weekly basis or as meetings are held
Develop and provide progress reports to the manager;	bi-weekly basis

Develop plans, charts, tables, diagrams, dashboards and other reports presenting the status of the project;	as needed	
Status and Progress Reports;	weekly basis	
Ensure knowledge transfer via presentations and list of key documents.	ongoing	

Format of deliverables

- Meetings, working groups, committees, boards with the project team as well as internal and external stakeholders.
- Documents using various Microsoft suite applications (Project, Visio, Powerpoint, Word, Excel, etc.) as well as emails via Outlook.
- Presentations for senior executives, including dashboards, risk/issue registers, presentations, and other formats as required. Includes verbal and written briefings.

Period of services

From: July 19, 2021 To: December 23, 2021

Work location

Contractor may be asked to work or attend meetings at CBSA offices at 100 Metcalfe Street, Ottawa, ON K1A 0L8, or any other CBSA location within the National Capital Region.

SECTION B – Applicable Basis of Payment

Refer to the Contract Annex B, Basis of Payment. TA is subject to a limitation of expenditure.

SECTION C – Cost Breakdown of Task

 Requisition Number:
 1000357866
 Cost Centre:
 3330-820-30

 Purchase Order:
 TBC
 Fund:
 2001

 Outline Agreement:
 474198904
 WBS (if applicable):
 C-00082-20-01

Category and Name of Resource	Firm Per Diem Rate	Estimated # of Days	Total Cost
Category: Project Manager, Senior		•	\$98,100
Name: Sylvie Emond			
Category:			
Name:			
Category:			
Name:			
Category:			
Name:			
	Subtotal Prof	essional Fees:	\$98,100
		HST:	\$12,753
		Total:	\$110,853

SECTION D – Applicable Method of Payment

For the Work specified in an authorized TA subject to a limitation of expenditures:

Canada will pay the Contractor on a monthly basis for work performed during the month covered by the invoice in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work performed has been accepted by Canada.

The Contractor accepts to be paid using any of the following Electronic Payment Instruments:

- d. a. Direct Deposit (Domestic and International); and
- e. b. Wire Transfer (International Only).

Refer to the Contract section 7.7 for invoicing instructions. Original and two copies to be sent to vendors-fournisseurs@cbsa-asfc.gc.ca.

Authorization - Authorization

By signing this TA, the Project Authority or the PSPC Contracting Authority or both, as applicable, certify(ies) that the content of this TA is in accordance with the Contract.

En apposant sa signature sur cette AT, le chargé de projet ou l'autorité contractante de SPAC ou, s'il y a lieu, les deux, atteste(nt) que le contenu de cette AT respecte les conditions du contrat.

Name of Pr Geneviève		om du chargé de projet	
Signature	JOHNSON STEFANIE	Digitally signed by JOHNSON STEFANIE Date: 2021.07.06 09:43:17 -04'00'	Date
Name of PS Robin St-Lo	_	nthority – Nom de l'autorité contractante	de SPAC
Signature			Date
Name of Co Nancy Clero		for CBSA – Nom de l'autorité contracta	nte de l'ASFC
Signature			Date
Contract	or's Signature	- Signature de l'entrepreneur	
	itle of individual aut signer au nom de l'	thorized to sign for the Contractor – Nor entrepreneur	m et titre de la personne
Signature			



Travaux publics et Services gouvernementaux Canada

Purchasing Office - Bureau des achats:

Professional Services Division (ZV)/Division des Services Professionnels(ZV) Les Terrasses de la Chaudière 10, rue Wellington, 4th floor Gatineau Quebec K1A0S5

Title - Sujet TSPS - Strategic Advisor			
Contract No N° du contra	t	Date	
47419-208904/001/ZV		2020-12-24	
Client Reference No N° do 1000348904	e référence du client		
Requisition No N° de la d	emande		
47419-208904			
File No N° de dossier	CCC No./N° CCC - FMS No./N° VME		
005zv.47419-208904			
			GST/HST TPS/TVH
Patrick Boucher / 160000000 / 201/			
F.O.B F.A.B. Destination			
GST/HST - TPS/TVH	Duty - Droits		
See Herein - Voir ci-inclus	See Herein - Voir ci-incl	us	
Destination - of Goods, Ser	vices, and Construction:		

CONTRACT - CONTRAT

Your proposal is accepted to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price or prices set out therefor.

Nous acceptons votre proposition de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans les présentes, et aux annexes ci-jointes, les biens, services et construction énumérés dans les présentes, et sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

This document contains a security requirement

Invoices - Original and two copies to be sent to:
Factures - Envoyer l'original et deux copies à:
CANADA BORDER SERVICES AGENCY
2E ETAGE, #260-01
105, RUE MCGILL
Vendors-fournisseurs@cbsa-asfc.gc.c
MONTREAL
Quebec
H2Y2E7

Destination - des biens, services et construction:

Specified Herein

Précisé dans les présentes

Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur

874454911PG0001 ADRM TECHNOLOGY CONSULTING GROUP CORP 1052 St-Laurent Blvd Unit #2 Ottawa Ontario K1K3B4

Operating as: ADRMTEC

Canada

Address Enquiries to: - Adresser toutes questions à:		Buyer ld - ld de l'acheteur
St-Louis, Robin		005zv
Telephone No N° de téléphone (613) 858-6185 ()	FAX No N°	de FAX
Total Estimated Cost - Coût total estimatif \$4,633,000.00	Currency Typ CAD	oe - Devise
		D: 2 II

For the Minister - Pour le Ministre StLouis. Rol

StLouis, Robin Digitally signed by: StLouis, Robin DN: CN = StLouis, Robin C = CA O = GC OU = DN: CN = StLouis, Robin C = CA O = GC OU = Date: 2020 12:24 10:29:15-05:00'



Canada

Amd. No. - N $^{\circ}$ de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

7.1 Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work in Annex A.

7.1.1 Task Authorization

- **A.** Work described at Annex A, Statement of Work will be performed under the Contract on an "as and when requested basis".
- **B.** With respect to the Work mentioned under paragraph A of this clause,
 - 1. an obligation will come into force only when the Contractor receives a Task Authorization (TA), inclusive of any revisions, authorized and issued in accordance with this clause, and only to the extent designated in the authorized TA;
 - 2. the TA Authority and limit will be determined in accordance with paragraph C of this clause;
 - 3. the Contractor must not commence work until a TA, inclusive of any revisions, has been authorized and issued in accordance with the Contract. The Contractor acknowledges that work performed before a TA, inclusive of any revisions, has been authorized and issued in accordance with the Contract will be done at the Contractor's own risk and expense;
 - 4. the task description, inclusive of any revisions, included in an authorized TA must fall within the scope of the Statement of Work, in Annex A; and
 - 5. the TA, inclusive of any revisions, will be authorized under the Contract through the use of Annex D, Task Authorization Form. An authorized TA is a completed Annex D signed by the TA Authority.

C. TA Authority and Limit

The Project Authority may authorize individual TAs inclusive of any revisions up to a limit of \$200,000.00 Applicable Taxes extra. Any TA the total value of which would exceed that limit or any revision to a previously authorized TA that would increase the TA total value above that limit must be authorized by the Contracting Authority before issuance to the Contractor.

D. The authority specified under paragraph C of this clause is granted subject to the sum specified in the Contract under clause 7.6.2 (Canada's Total Liability, Cumulative Total of all authorized TAs) not being exceeded.

E. TA Process

For each task or revision of a previously authorized task, the Project Authority will provide the Contractor with a request to perform a task prepared using Annex A, Task Authorization Form, containing as a minimum:

- o the task or revised task description of the Work required, including:
 - the details of the activities or revised activities to be performed;
 - a description of the deliverables or revised deliverables to be submitted; and
 - a schedule or revised schedule indicating completion dates for the major activities or submission dates for the deliverables, or both, as applicable;
- the Contract security requirements applicable to the task or revised task;
- the Contract basis (bases) of payment applicable to the task or revised task; and

Solicitation No. - N $^\circ$ de l'invitation 47419-208904 Client Ref. No. - N $^\circ$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

the Contract method(s) of payment applicable to the task or revised task.

- **F.** Within 5 calendar days of its receipt of the request, the Contractor must provide the Project Authority with a signed and dated response prepared and submitted using the TA form received from the Project Authority, containing as a minimum:
 - 1. the total estimated cost proposed for performing the task or, as applicable, revised task;
 - 2. a breakdown of that cost in accordance with Annex A; and;
 - 3. for each resource proposed by the Contractor for the performance of the Work required:

the name of the proposed resource; the resume of the proposed resource; and a demonstration that the proposed resource meets: the Contract security requirements;

G. TA Authorization

- 1. The TA Authority will authorize the TA based on:
 - the request submitted to the Contractor pursuant to paragraph E of this clause;
 - the Contractor's response received, submitted pursuant to paragraph F of this clause;
 and
 - the agreed total estimated cost for performing the task or, as applicable, revised task.
- H. Minimum Work Guarantee All the Work Authorized TAs
 - 1. "Maximum Contract Value" means the sum specified in Contract clause 7.6.2 (Canada's Total Liability, Cumulative Total of all authorized TAs); and "Minimum Contract Value" means a fixed amount of \$5,000.00
 - 2. Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with paragraph I.3 of this clause. In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract period to perform the Work. Canada's maximum liability for Work requested in authorized TAs, performed by the Contractor and accepted by Canada must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.
 - 3. In the event that Canada does not request Work in the amount of the Minimum Contract Value during the period of the Contract, Canada must pay the Contractor the difference between the Minimum Contract Value and the cost of the Work requested in authorized TAs, performed by the Contractor and accepted by Canada.
 - 4. Canada will have no obligation to the Contractor under this clause if Canada terminates the Contract in whole or in part for default.
- I. Periodic Usage Reports Contracts with TAs
 - 1. The Contractor must compile and maintain detailed and current data on its performance of Work required and requested under TAs (inclusive of any revisions) authorized and issued under the Contract.
 - 2. No later than 15 calendar days after the end of each of the reporting periods below, the Contractor must submit to the Contracting Authority and Project Authority a periodic usage report containing, in an electronic spreadsheet (such as MSOffice Excel), the data elements specified in

Solicitation No. - N° de l'invitation 47419-208904 Client Ref. No. - N° de réf. du client 1000348904

Amd. No. - N° de la modif. File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv

CCC No./N° CCC - FMS No./N° VME

paragraphs J.3 and J.4 of this clause in the order they are presented. Where at the end of a reporting period, no changes are required to be made to the data contained in the periodic usage report submitted for the previous period, the Contractor must submit a "NIL" report to the Contracting Authority and Project Authority.

The reporting periods are defined as follows:

1st quarter: April 1 to June 30: 2nd guarter: July 1 to September 30: 3rd guarter: October 1 to December 31; and 4th quarter: January 1 to March 31.

- 3. For each TA authorized and issued under the Contract, the data must contain the following data elements in the order presented:
- the TA number appearing on the TA form; 0
- the date the task was authorized appearing on the TA form; 0
- the total estimated cost of the task (Applicable Taxes extra) before any revisions appearing 0 on the TA form;
- the following information appearing on the TA form must be included for each authorized 0 revision, starting with revision 1, than 2, etc.;
- the TA revision number: 0
- the date the revision to the task was authorized; 0
- the authorized increase or decrease (Applicable Taxes extra); 0
- the total estimated cost of the task (Applicable Taxes extra) after authorization of the revision;
- the total cost incurred for the task (as last revised, as applicable), Applicable Taxes extra;
- the total cost incurred and invoiced for the task (as last revised, as applicable), Applicable Taxes extra:
- the total amount of Applicable Taxes invoiced; 0
- the total amount paid, Applicable Taxes included; 0
- the start and completion date of the task (as last revised, as applicable); and
- the active status (i.e., the percentage of the work completed) of the task (as last revised, as applicable) with an explanation (as applicable).
- 4. For all TAs authorized and issued under the Contract, the data must contain the following data elements in the order presented:
- the sum (Applicable Taxes extra) specified in clause 7.6.2, Canada's Total Liability, 0 Cumulative Total of all Authorized TAs, as last amended;
- the total cost incurred for all authorized tasks inclusive of any revisions, Applicable Taxes 0
- the total cost incurred and invoiced for all authorized tasks inclusive of any revisions, \bigcirc Applicable Taxes extra;
- the total amount of Applicable Taxes invoiced for all authorized tasks inclusive of any 0 revisions: and
- the total amount paid for all authorized tasks inclusive of any revisions, Applicable Taxes 0 extra.

Amd. No. - N $^{\circ}$ de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

J. Administration of the TA Process

The administration of the TA process will be carried out by CBSA's project authority. This process includes: monitoring, controlling and reporting on expenditures of the Contract to the Contracting Authority.

7.2 Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the <u>Standard Acquisition Clauses and Conditions Manual</u> (https://buyandsell.gc.ca/policy-and-guidelines /standard-acquisition-clauses-and-conditions-manual) issued by Public Works and Government Services Canada.

7.2.1 General Conditions

2035 (2018-06-21), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

7.2.2 Inspection and Acceptance

The Project Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

7.3 Security Requirement

- **7.3.1** The following security requirement (SRCL and related clauses provided by the <u>Contract Security</u> Program apply and form part of the Contract:
 - 1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer/Supply Arrangement, hold a valid Facility Security Clearance at the level of Secret, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC)
 - The Contractor/Offeror personnel requiring access to protected/classified information, assets or sensitive work site(s) must EACH hold a valid personnel security screening at the level of Reliability Status, Confidential or Secret as required, granted or approved by CISD/PWGSC
 - 3. The Contractor/Offeror must not remove any protected/classified information from the identified work site(s), and the Contractor/Offeror must ensure that its personnel are made aware of and comply with this restriction
 - 4. Subcontracts which contain security requirements are not to be awarded without the prior written permission of CISD/PWGSC
 - 5. The Contractor/Offeror must comply with the provisions of the:
 - 1. Security Requirements Check List and security guide (if applicable), attached at Annex C
 - 2. Industrial Security Manual (Latest Edition).

7.4 Term of Contract

7.4.1 Period of the Contract

The period of the Contract is from Date of Contract to December 23, 2021.

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv

CCC No./N° CCC - FMS No./N° VME

7.4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two (2) additional one (1) year period(s) under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least 15 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

7.5 Authorities

7.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Robin St-Louis Title: Contracting Officer

Public Works and Government Services Canada

Acquisitions Branch

Directorate: Professional Services Procurement Directorate

Address: 10 Wellington Street, 5th floor

Telephone: 613-858-6185

E-mail address: robin.st-louis@tpsgc-pwgsc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

7.5.2 Project Authority

The Project Authority for the Contract is:

Name: Geneviève Binet Title: Director General

Organization: Canada Border Services Agency

Address: 191 Laurier Avenue, Ottawa, Ontario, K1A 0L8

Telephone: 613-290-0806

E-mail address: geneviève.binet@cbsa-asfc.gc.ca

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority; however, the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

7.5.3 Contractor's Representative

Name:

ADRM Technology Consulting Group Corp.

Address: 1052 St-Laurent Blvd, Unit #2, Ottawa, Ontario, K1K 3B4

Telephone: E-mail address:

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

7.6 Payment

7.6.1 Basis of Payment

TA subject to a Limitation of Expenditure

The Contractor will be paid for its costs reasonably and properly incurred in the performance of the Work specified in the authorized TA in accordance with the basis of payment in Annex B to the limitation of expenditure specified in the authorized TA.

Canada's total liability to the Contractor under the authorized TA must not exceed the limitation of expenditure specified in the authorized TA. Customs duties are included and Applicable Taxes are extra.

No increase in the liability of Canada or in the price of the Work specified in the authorized TA resulting from any design changes, modifications or interpretations of the Work specified in the authorized TA will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been authorized, in writing, by the TA Authority before their incorporation into the Work specified in the authorized TA. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written authorization of the TA Authority. The Contractor must notify the TA Authority in writing as to the adequacy of this sum:

- (a) when it is 75 percent committed, or
- (b) four (4) months before the final delivery date specified in the authorized TA, or
- (c) as soon as the Contractor considers that the authorized TA funds are inadequate for the completion of the Work specified in the authorized TA,

whichever comes first.

If the notification is for inadequate authorized TA funds, the Contractor must provide to the TA Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

7.6.2 Canada's Total Liability

Limitation of Expenditure - Cumulative Total of all authorized TAs

- A. Canada's total liability to the Contractor under the Contract for all authorized TAs, inclusive of any revisions, must not exceed the sum of \$4,100,000.00. Customs duties are included and the Applicable Taxes are extra.
- B. No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
- C. The Contractor must notify the Contracting Authority, in writing, as to the adequacy of this sum:
 - 1. when it is 75 percent committed, or
 - 2. four (4) months before the Contract expiry date, or
 - 3. as soon as the Contractor considers that the sum is inadequate for the completion of the Work requested in all authorized TAs inclusive of any revisions, the applicable basis of payment of which is limitation of expenditure contract clause 7.6.1, TA subject to a Limitation of Expenditure,

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904 Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

whichever comes first.

D. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

7.6.3 Method of Payment

For the Work specified in an authorized TA subject to a limitation of expenditures:

Canada will pay the Contractor on a monthly basis for work performed during the month covered by the invoice in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work performed has been accepted by Canada.

7.6.4 SACC Manual Clauses

A9117C (2007-11-30), T1204 - Direct Request by Customer Department

7.6.5 Electronic Payment of Invoices - Contract

The Contractor accepts to be paid using any of the following Electronic Payment Instruments:

- a. Direct Deposit (Domestic and International); and
- b. Wire Transfer (International Only).

7.6.6 Discretionary Audit

C0705C (2010-01-11), Discretionary Audit

7.7 Invoicing Instructions

 The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

Each invoice must be supported by:

- a. a copy of time sheets to support the time claimed;
- b. a copy of the release document and any other documents as specified in the Contract;
- c. a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses;
- d. a copy of the monthly progress report.

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Invoices must be distributed as follows:

- a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment; and OR
- b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

7.8 Certifications and Additional Information

7.8.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

7.8.2 Federal Contractors Program for Employment Equity - Default by the Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid List" available at the bottom of the page of the Employment and Social Development Canada (ESDC) - Labour's website (https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#). The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

7.9 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

7.10 Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- (a) the Articles of Agreement;
- (b) the general conditions 2035 (2018-06-21), General Conditions Higher Complexity Services;
- (c) Annex A Statement of Work;
- (d) Annex B Basis of Payment:
- (e) Annex C Security Requirements Check List;
- (f) Annex D Insurance Requirements:
- (g) the signed Task Authorizations (including all of its annexes, if any);
- (h) Contractor's Supply Arrangement E60ZT-18TSPS; and
- (i) the Contractor's bid dated February 3, 2020.

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

7.11 Insurance Requirements

The Contractor must comply with the insurance requirements specified in Annex D. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. Coverage must be placed with an Insurer licensed to carry out business in Canada. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

7.12 Additional Resources

The Contractor grants to Canada the irrevocable option to acquire additional resource(s) described at Annex A of the Contract under the same conditions and at the rates stated in the Contract.

Additional Resources Process

- 1. The Project Authority will provide the Contractor with the request to acquire additional resource(s).
- The request to acquire additional resource(s) will contain details such as, the number of required additional resource(s), the preferred start date and a description of the major tasks to be performed.
- 3. The Contractor must provide the Project Authority, within 5 calendar days of its receipt, the qualifications and experience of the proposed additional resource(s). Each additional resource(s) will be assessed against the Attachment 1 to Part 4, Flexible Grid and the Attachment 2 to Part 4, Technical Criteria. If the required number of additional resource(s) cannot be fully met by the Contractor, the required resources will be procured using another method of procurement.

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

ANNEX A, STATEMENT OF WORK

1. Title

Advisory services to support the Canada Border Services Agency (CBSA) and its Chief Transformation Officer in the stewardship and delivery of a suite of enterprise-wide transformational projects and activities.

2. Objective

The objective is to establish a high level road map and performance measurement framework in support of the Agency's transformation vision and strategy, and to provide project management support when required to specific projects from the portfolio of the transformation related projects.

Success in this regard will be defined by the ability of the CBSA to:

- Organize, manage, and drive the Agency's transformation related projects in an integrated fashion;
- b. Establish a transformation performance measurement framework with outcomes and indicators; and,
- c. Assist in the management and delivery of specific transformation projects by providing advisory services.

3. Background

The CBSA is responsible for border management that contributes to the safety and security of Canada and facilitates the flow of persons and goods, thereby contributing to Canada's prosperity. The CBSA is faced with both increasing border volumes and increasing complexity in its operating environment. These external drivers require a shift in the Agency's operating model towards risk-based compliance and the use of emerging technology to expedite the flow of legitimate goods and people and more precisely identify higher risk transactions for greater scrutiny.

The Chief Transformation Officer (CTO) Branch was created at the start of 2018-19 with a mandate to provide overarching leadership on the Agency's journey to transform, renew and modernize its business processes. This includes setting strategic direction and priorities and identifying the interdependencies and sequencing of the various strategic and tactical initiatives across the organization.

The Agency has a transformation vision and high-level strategy, along with several in-flight and recently approved projects that will begin to shift the Agency's operating model. The CTO has a need for a coherent storyline, unified vision and an implementation roadmap for modernization that takes into account in-flight and planned activities, while highlighting interdependencies and potential gaps. The CTO also has a need for advice and expertise on the further development and implementation of vision and an implementation roadmap for modernization.

Additionally, the CTO may require on-demand advice related to business process change and reengineering advice to support management and delivery of individual projects within the portfolio of transformation activities.

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

4. Scope

The Office of the CTO will require support throughout the delivery of its transformational strategy and associated projects, initiatives and activities. Services from the Contractor may include the provision of resources to support and supplement the Office of the CTO by way of project management, business process re-engineering, change management, and/or performance measurement services.

5. Tasks and Deliverables

The actual scope of the specific work will be detailed in a TASK Authorization (TA).

Contracted individuals would work with the Director, Transformation Delivery, within the CTOB to lead a task team, consisting of consultants and CBSA employees who will be dedicated to the following tasks and the development and iteration of the following deliverables identified below.

Tasks:

- Project manage the task team.
- Consult with senior executives from across the agency to ensure requirements and expectations are well understood and reflected in the deliverables as required.
- Facilitate workshops with stakeholders from across the Agency to solicit input on the direction and structure of the transformation program and the key deliverables.
- Review and analyze existing transformation strategies and plans.
- Review and analyze existing transformation project plans and associated documents.
- Prepare and present a transformation storyline and briefing materials to executives as required.
- Prepare deliverables and ensure outputs are cohesive and compelling.
- Provide strategic advisory services to the executives in the CTOB as required.

Deliverables may include:

- Logic Model
- · Results framework
- · Prioritization framework
- Transformation Program Registry
- Graphical representation of dependencies and interrelationships
- Operational Delivery model
- Integrated Plan
- Transformation Office Concept of Operations
- Storyline Deck

Additionally, CBSA may require the following resources in support of the CBSA transformational activities and projects. Call-up of resources will be done through the issuance of Task Authorizations (TAs) in which details of specific level of effort and deliverables will be agreed to. These activities are expected to include:

Project Leader/Executive, Senior

CBSA requires the services of a Project Leader/Executive to support the CBSA transformation portfolio of projects and project teams. The Project Leader/Executive must provide overall oversight, guidance and advice on all matters associated with the transformation portfolio and specific projects identified in the task authorization.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

- Provide oversight to the active engagement of stakeholders and change management in the successful implementation of the identified projects.
- Development of strategic portfolio and project documents, including, but not limited to, strategies and plans, charters, risk mitigation strategies, and roadmaps;
- Recommend the readiness for approval of each project charter and project management plan:
- Transfer functional and technical knowledge to the departmental project teams through individual and group training, demonstrations, written instructions, and documents on an ongoing basis throughout the life of the project; and,
- Provide strategic advice and guidance to CBSA senior executives via presentations on the effective management and execution of the transformation agenda.

Deliverables will be specified at time of the issuance of the TA but could include:

- A work plan for the activities to be undertaken;
- Report on activities undertaken including the following:
- Activities completed within the reporting period;
- Planned activities for the next reporting period:
- Risks/issues that will require the attention of the Project Authority; and
- · Corrective actions required.

Project Manager, Senior

CBSA requires the services of a Project Manager to support the CBSA transformation portfolio of projects and project teams. The Project Manager must provide overall oversight, guidance and advice on all matters associated with the transformation portfolio and specific projects identified in the task authorization.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Develop and produce key project phases / deliverables
- Project plans, status updates and presentations as required
- Other deliverables related to this role as required by the Project Authority
- Develop and produce integrated project plans
- Create Key Performance Indicators (KPIs)
- Provide advice, support on the development of project plans for Functional Leads of the nine business functions
- Develop and produce dashboards and program monitoring tools
- Create and develop reports that include lessons learned
- Support the Project Authority by developing presentations and briefing material intended for senior CBSA management

Deliverables will be specified at time of the issuance of the TA but could include:

- Manage the project during the development, implementation and startup by ensuring that
 resources are made available and that the project is developed and is fully operational
 within previously agreed time, cost and performance parameters
- Formulate statements of problems; establish procedures for the development and implementation of significant, new or modified project elements to solve problems, and obtain necessary approvals
- Define and document the objectives for the project; determine budgetary requirements, the composition, roles and responsibilities
- Report progress of the project on an ongoing basis and at scheduled points in the life cycle
- Meet in conference with stakeholders and other project managers and states problems in a form capable of being solved
- Prepare plans, charts, tables and diagrams to assist in analyzing or displaying problems; work with a variety of project management tools

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Project sign-off

Business Architect, Senior

CBSA requires the services of a Business Architect to provide leadership in the approach and management of CBSA's transformation. The Business Architect must provide an integrated architectural perspective on transformation, including portfolio, project, change, performance, and architecture management, according to detailed business transformation architecture requirements outlined in specific Task Authorizations.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Lead the business transformation architecture activities;
- Provide strategic advice and guidance in establishing the Transformation Office, including definition of functions, processes, and capabilities.
- Lead in the development of business transformation design and architecture, business transformation architecture standards definition and application of business transformation processes:
- Responsible for the analysis of the current state business processes and development of future state business process models
- Identify opportunities for performance improvement
- · Conduct change impact assessments
- Development implementation and change management plans
- Lead teams through program and service design engagements
- Facilitate multi-stakeholder workshops to support the definition and planning of transformation implementation
- Provide knowledge transfer, coaching and/or training to CBSA staff as required.

Deliverables will be specified at time of the issuance of the TA but could include:

- Transformation program registry and architecture
- Organizational design documents (functions, processes, capabilities)
- Transformation strategy, roadmap, and plan
- Business model(s) and Target Operating Model(s)
- · Change impact assessments
- · Change management strategy and plan
- Business process documentation
- Facilitated workshops (including all plans and materials)
- Performance measurement framework

Business Architect, Intermediate

CBSA requires the services of a Business Architect to provide support in the approach and management of CBSA's transformation. The Intermediate Business Architect supports the Senior Business Architect and provides an integrated architectural perspective on transformation, including portfolio, project, change, performance, and architecture management, according to detailed business transformation architecture requirements outlined in specific Task Authorizations.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Support the business transformation architecture activities:
- Provide advice and guidance in establishing the Transformation Office, including definition of functions, processes, and capabilities.

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

- Assist in the development of business transformation design and architecture, business transformation architecture standards definition and application of business transformation processes;
- Analyze current state business processes and develop future state business process models
- Identify opportunities for performance improvement
- · Conduct change impact assessments
- Development implementation and change management plans
- Support teams through program and service design engagements
- Facilitate multi-stakeholder workshops to support the definition and planning of transformation implementation

Deliverables will be specified at time of the issuance of the TA but could include:

- Transformation program registry and architecture
- Organizational design documents (functions, processes, capabilities)
- Transformation strategy, roadmap, and plan
- Business model(s) and Target Operating Model(s)
- · Change impact assessments
- Change management strategy and plan
- Business process documentation
- Facilitated workshops (including all plans and materials)
- · Performance measurement framework

Change Management Consultant Senior

CBSA requires the services of Change Management Consultants to support the CBSA Transformation. The primary requirement is to support the people side of change, creating a structured change management implementation strategy so that there is consistency in adopting change for employees impacted by the change, and when appropriate the project teams. The Change Management Consultant must provide overall advice on all matters associated with change management associated with the specific project identified in the Task Authorization.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Identify the most expected and potential points of resistance to change. Develop counter strategies to reduce the resistance and address the doubts and uncertainty surrounding the change to foster a positive acceptance of change;
- Create specific change management plans with respect to training and orientation of employees for each major change/project;
- Develop a detailed work plan based on the change agenda and how the various changes will need to be implemented;
- Establish parameters to measure the early adoption, effective utilization and proficiency to new change initiatives for individual employees and organizational units;
- Conduct an assessment of change impact and requirements;
- Identify deviations in performance from the change standards and implement strategies for corrective action to achieve full organizational adoption to change;
- Develop a change management and communications strategy and plan for each project;
 and
- Transfer functional and technical knowledge to the project team and client staff through individual and group training, demonstrations, written instructions and documents on an ongoing basis throughout the life of the project.
- Act in a senior advisory capacity to significantly increase the strategic nature and quality
 of change management and communications activities across all key stakeholder groups;
- Provide expert change management, communications and stakeholder engagement leadership for the project;

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

- Develop readiness assessment, gap analysis and management action plan for projects;
- Assist with organizational needs assessment and planning strategic change interventions and mitigation strategies to meet change objectives and goals, including establishing and supporting change agent networks internal or external to CBSA;
- Develop Change Sponsorship and Leadership competency-development strategies working in close collaboration with executive sponsors making linkages to existing leadership development models being used at CBSA;
- Lead and support the development of various communications and engagement products, including presentations, communiqués, announcements, briefings, speaking points, questions and answers, web content, press releases, social media updates;
- Align the communication plans with the overall change management strategy;
- Review and assess existing communications collateral and provide clear recommendations on improvements;
- Coach leaders to help them work through the implications of change and to become
 effective leaders and sponsors of change;
- In support of the change leadership plan, attend CBSA Senior Executive, as well as other
 meetings, as required and support and engage senior leaders, managers and
 supervisors, to fulfill the role of change sponsor to help their direct reports through
 transitions;
- Develop and implement processes to measure the effectiveness of change management and leadership efforts to ensure measurable improvements in managing and leading change and its impact on stakeholders in transformation initiatives. As part of this work, support the development of and maintain People Readiness assessments for transformation programs – both from a client and CBSA perspective, in collaboration with the Chief Transformation Officer Branch;
- Provide executive advice to the President, CTO, Vice Presidents and Directors General on strategy for engaging senior government officials and positioning the CBSA Renewal Project's new service delivery model;
- Develop project-specific change management, communications and engagement plans and key messages based on diagnostic and gap identification;
- Develop the overarching change management, communications and engagement strategy and key messages;
- Design and implement communications activities that are aligned to existing CBSA management frameworks and project plans in continuing support of CBSA's transformation agenda;
- Develop presentations and other products for senior management and stakeholder groups as required.
- Provide guidance and oversight to CBSA Renewal change management, communications and engagement activities and processes.

Deliverables will be specified at time of the issuance of the TA but could include:

- Development and delivery of a change management plan;
- Interview guides and supporting workshop materials;
- A change impact assessment including a comprehensive stakeholder analysis;
- A change management strategy and plan including cost estimates, change implementation schedule and roles and responsibilities;
- Executive and staff level presentations for regular communications and product launch purposes; and
- Ad hoc presentations and reports as requested by the Project Authority and within the approved work plan.

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Change Management Consultant Intermediate

This resource will provide change management and stakeholder engagement support to the CTOB and to CBSA Renewal initiatives, as coordinated by the CTOB.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Provide assistance to the Project Authorities for the scheduling of change management and change leadership activities, change management deliverables and their dependencies into the Project Schedules.
- Develop, prepare and maintain the following deliverables according to the Project Schedules:
 - · Change management strategies;
 - Change Leadership Strategy
 - · Change management plans;
 - · Stakeholder assessments;
 - Change impact assessments;
 - Stakeholder engagement strategies;
 - Stakeholder engagement plans;
 - Communications strategies
 - Communications action plans
 - Partners and clients organizational capacity assessments;
 - Partners and clients organizational readiness assessments and plans;
 - Workforce management strategy and other departmental and government wide initiatives supporting people (such as Beyond 2020 and PSES);
 - Engagement reporting; and
 - Change management toolkits.
- Ensure the change initiatives are scheduled in the forward agendas of the various CBSA Governance bodies, progress tracked, monitored and approved, as needed
- Support any Change Agent Network or stakeholder-related meetings (logistics and management) for both partner and CBSA-led.
- Develop presentations for CBSA Governance bodies and ensure governance requirements and milestones are integrated into stakeholder engagement deliverables.
- Develop presentations to communicate findings, options, approaches and solicit decisions from executives, as required.
- Plan, coordinate and execute stakeholder engagement events, including but not limited to planning, facilitating, and reporting.
- Lead and support the development of various stakeholder engagement products including presentations, communiqués, announcements, briefings, speaking points, questions and answers, internet/intranet content, press releases, social media updates;
- Support coordination of communications and engagement activities.

Business Process Consultant, Senior

CBSA requires the services of a Business Process Consultant to document current and future state business processes in support of major projects as identified in each Task Authorization. The focus will be on defining current state process, identifying potential processes for streamlining, and providing a future state streamlined process. The Business Process Consultant must work closely with project authorities, business leads, and the project teams to identify and outline processes, provide advice on business requirements and implementation plans. The Business Process Consultant must provide overall advice on all business process re-engineering matters associated with the specific project identified in the Task Authorization.

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Review existing business processes and identify potential processes for streamlining;
- Provide recommendations to processes based on analysis of current processes and business needs:
- Work with the project team, business leads, and IT leads to identify opportunities for streamlining;
- Provide expert advice on business requirements, data flows, process design, and efficiencies to be gained through various process and workflow scenarios;
- Transfer functional and technical knowledge to the project team and client staff through individual and group training, demonstrations, written instructions and documents on an ongoing basis throughout the life of the project.

Deliverables will be specified at time of the issuance of the TA but could include:

- Current business processes and work flows;
- To be processes and work flows;
- Implementation plan based on analysis;
- Risks and mitigation strategies for proposed implementation plan;

Business Process Consultant, Intermediate

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Analyse business functional requirements to identify information, procedures and decision flows in order to optimize, streamline and accrue benefits for the CBSA
- Using business, workflow and organizational software tools
- Mapping existing processes and developing and mapping recommended new processes and changes as they relate to the Renewal/ Transformation Initiative

Deliverables will be specified at time of the issuance of the TA but could include:

- Current business processes and work flows:
- To be processes and work flows;
- Implementation plan based on analysis;
- Risks and mitigation strategies for proposed implementation plan;

Business Consultant, Senior

CBSA requires the services of a Business Consultant at the Senior level to provide leadership in the design of transformed program and service delivery as outlined in specific Task Authorizations.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- · Lead program and service design activities;
- Assist in the development of business transformation design and architecture, business transformation architecture standards definition and application of business transformation processes;
- Analyze current state business processes and develop future state business process models
- · Identify opportunities for performance improvement
- Develop implementation and change management plans
- Facilitate multi-stakeholder workshops to support the definition and planning of transformation implementation

Deliverables will be specified at time of the issuance of the TA but could include:

- Transformation strategy, roadmap, and plan
- Business model(s), Target Operating Model(s), and Service Model(s)

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

- Business process documentation
- Change management documentation
- · Facilitated workshops (including all plans and materials)

Business Consultant, Intermediate

CBSA requires the services of a Business Consultant at the Intermediate level to provide consulting services in the design of transformed program and service delivery as outlined in specific Task Authorizations.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Support program and service design activities;
- Analyze current state business processes and develop future state business process models
- Identify opportunities for performance improvement
- Develop implementation and change management plans
- Facilitate multi-stakeholder workshops to support the definition and planning of transformation implementation

Deliverables will be specified at time of the issuance of the TA but could include:

- Transformation strategy, roadmap, and plan
- Business model(s), Target Operating Model(s), and Service Model(s)
- Business process documentation
- Change management documentation
- Facilitated workshops (including all plans and materials)
- Performance measurement framework

Business Consultant, Junior

CBSA requires the services of a Business Consultant at the Junior level to provide consulting services in the design of transformed program and service delivery as outlined in specific Task Authorizations.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Assist program and service design activities;
- Analyze current state business processes and develop future state business process models
- Identify opportunities for performance improvement
- Development implementation and change management plans
- Facilitate multi-stakeholder workshops to support the definition and planning of transformation implementation

Deliverables will be specified at time of the issuance of the TA but could include:

- Transformation strategy, roadmap, and plan
- Business model(s) and Target Operating Model(s)
- Change management strategy and plan
- Business process documentation
- Facilitated workshops (including all plans and materials)

6. Acceptance Criteria of Deliverables

All deliverables shall be done with Microsoft Suite products, such as MS Project, MS Word, MS Excel and MS PowerPoint, Adobe Acrobat or other formats as mutually agreed upon by the supplier and the Project Authority.

Amd. No. - N $^{\circ}$ de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Deliverables will use plain language and messaging adapted for their intended audience.

7. Reporting Requirements

When a TA has been authorized, the resource must provide a weekly status report in MS Word electronically to the Project Authority outlining what work was undertaken during the reporting period, what work is still outstanding, and any issues or concerns that the resource wants to identify to the attention of the Project Authority.

The status reports must also be supported by a monthly detailed time sheet mapped to deliverables, using standard template.

8. Change Management Procedures

No increase in the total liability of Canada or in the price of Work resulting from any design changes, modifications or interpretations of specifications, made by the Contractor, will be authorized or paid to the Contractor unless such changes, modifications or interpretations, have been approved, in writing, by the Contract Authority, prior to their incorporation into the Work. The Contractor shall not be obliged to perform any work or provide any service that would cause the total liability of Canada to be exceeded, unless an increase is authorized by the Contract Authority.

9. Client Support

At no time is CBSA classified data to be accessed to or from the Contractor's IT systems through the use of a session or link (e.g. VPN) be permitted. The Contractor must comply with CBSA internal security policies, directives, standards, and guidelines at all times during the Contract.

CBSA's classified data is not to be removed from CBSA sites, nor will access to or from the Contractor's IT systems through the use of a session or link (e.g. VPN) be permitted.

The CBSA's working hours are between 07:00 to 18:00 Monday through Friday, except for Statutory Holidays where Government Offices are closed. These are core hours and are not representative of the Contractor's work day. All proposed personnel could be asked to be available to work outside normal office hours during the duration of the Contract. The Project Authority will advise the Contractor as soon as possible of any required work outside standard working hours.

10. Travel

Travel within the National Capital Region (NCR) will not be reimbursed.

11. Language

The primary language of work is English; however work may be conducted in either Official Language (English and/or French). All final deliverables will be in both official languages. The Contractor must also be able to provide resources capable of conducting meetings, working sessions and interviews in both official languages when specified in the specific Task Authorizations.

12. Work Location

The work will be primarily in the National Capital Region (NCR). Work locations will vary across the NCR depending on the requirement. The Contractor's resources may be required to work onsite at CBSA site offices or Contractor's offices or by tele/videoconference depending on the Task Authorization issued.

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

ANNEX B, BASIS OF PAYMENT

A- Contract Period (From Contract Award to December 23, 2021)

During the period of the Contract, for Work performed in accordance with the Contract, the Contractor will be paid as specified below.

1.0 Professional Fees

	TSPS Stream and Category	All-Inclusive Firm Per Diem Rate (In CAD \$)
1	Contract Period 1: From Contract Award to December 23, 2021	
1a	3.3 Project Leader/Executive - Senior	
1b	3.2 Project Manager - Senior	
1c	2.8 Business Architect - Senior	
1d	2.8 Business Architect - Intermediate	
1e	2.6 Change Management Consultant – Senior	
1f	2.6 Change Management Consultant – Intermediate	
1g	2.5 Business Process Consultant – Senior	
1h	2.5 Business Process Consultant – Intermediate	
1i	2.5 Business Consultant – Senior	
1j	2.5 Business Consultant – Intermediate	
1k	2.5 Business Consultant – Junior	

For the purpose of this Contract, a day is defined as 7.5 hours of work, exclusive of meal breaks. Payment will be made for days actually worked, with no provision for annual leave, statutory holidays and sick leave. If time worked is more or less than a day, the all inclusive fixed daily rate must be prorated to reflect the actual time worked.

Total Estimated Cost of Professional Fees: \$4,100,000.00

B- Option to Extend the Term of the Contract

This section is only applicable if the option to extend the Contract is exercised by Canada.

During the extended period of the Contract specified below, the Contractor will be paid as specified below to perform all the Work in relation to the Contract extension.

1.0 Extended Contract Period (From expiry of Contract Period 1 to 2 years later)

	TSPS Stream and Category	All-Inclusive Firm Per Diem Rate (In CAD \$)
2	Option Period 1: From expiry of Contract Period 1 to one year later	
2a	3.3 Project Leader/Executive - Senior	
2b	3.2 Project Manager - Senior	
2c	2.8 Business Architect - Senior	300 300 300 300 300 300

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

File No. - N° du dossier

005zv CCC No./N° CCC - FMS No./N° VME

2d	2.8 Business Architect - Intermediate	
2e	2.6 Change Management Consultant – Senior	
2f	2.6 Change Management Consultant – Intermediate	
2g	2.5 Business Process Consultant – Senior	
2h	2.5 Business Process Consultant – Intermediate	
2i	2.5 Business Consultant – Senior	
2j	2.5 Business Consultant – Intermediate	
2k	2.5 Business Consultant – Junior	

	TSPS Stream and Category	All-Inclusive Firm Per Diem Rate (In CAD \$)
3	Option Period 2: From expiry of Option Period 1 to one year later	
За	3.3 Project Leader/Executive - Senior	
3b	3.2 Project Manager - Senior	
3c	2.8 Business Architect - Senior	
3d	2.8 Business Architect - Intermediate	
3e	2.6 Change Management Consultant – Senior	
3f	2.6 Change Management Consultant – Intermediate	
3g	2.5 Business Process Consultant – Senior	
3h	2.5 Business Process Consultant – Intermediate	
3i	2.5 Business Consultant – Senior	
3j	2.5 Business Consultant – Intermediate	
3k	2.5 Business Consultant – Junior	

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur 005zv

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

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ANNEX C, SECURITY REQUIREMENTS CHECK LIST

				CC	AMC	10N-PS-SRCL#	19				
	mment		iouvernement			Contr	act Number / Numero du contr	at			
■▼■ of Ca	naga	a	u Canada			Sprinty Cl	scofination / Classifination de s				<u></u>
				L		— vovany v	ssification / Classification de s UNCLASSIFIED				
			SECURITY REQU	IDELIENT	s 2010	ECVIDET (CDC)	· ·				
	ı	.IS1	TE DE VÉRIFICATION DES EX	IGENCES	REL	ATIVES À LA SÉ					
PARTA CONTRAC L-Originating Governr	INFORM	AT	ON / PARTIE A - INFORMATION C	ONTRACTI	UELL	E 2 Branch c	r Directorate / Direction généra	ale ou	Direc	fion	
Ministère ou organi						***************************************			2000		
3. a) Subcontract Nun	iber / Num	éro	du contrat de sous-traitance	3. b) Name	and	Address of Subcor	tractor / Nom et adresse du sc	ius-tra	iitarit	•••••	
4. Bnef Description of	Work / Br	eve	description du travail								
5. a) Will the supplier i								V	No	Т	Yes
L			des marchandises contrôlées?			2 St. 40	A		Non	<u></u>	J Oui
Regulations?	require ac	DH'SS	to unclassified military technical da	ita suojeci to	s trie	provisions of the re	Chinical Data Control	V	No Non] Yes Oui
Le fournisseur au sur le contrôle de			des données techniques militaires :	non classifié	es q	ii sont assujetties a	ux dispositions du Réglement				
			ed / Indiquer le type d'accès requis								
			ees require access to PROTECTED					Г	No	T.7	Yes
			iployés auront-its accès à des rense ng the chart in Question 7, c)	agnements o	su à c	les biens PROTEG	ES et/ou CLASSIFIÉS?		Non	Ľ.	J Oui
(Préciser le nivez	au d'accès	en	utilisant le tableau qui se trouve à la							· · · · · · · · · · · · · · · · · · ·	
			ees (e.g. cleaners, maintenance pe IED information or assets is permitte		aune i	access to restricted	access areas? No access to	1	No Non	***************************************	Yes Out
Le fournisseur et	ses emple	oyés	(p. ex. nettoyeurs, personnel d'enti s biens PROTÉGÉS et/ou CLASSIF	retien) auron			l'accès restreintes? L'accès				
			delivery requirement with no overnig		o au				No	T	Yes
			jerie ou de livraison commerciale s a					لگا	Non	<u> </u>	J Oui
		. 1	that the supplier will be required to		ique	le type d'informatic		avoir a	300êS		
	Canada	✓_		O/OTAN			Foreign / Etranger		<u> </u>		
7. b) Release restriction No release restriction		actic	ns relatives à la diffusion All NATO countri	185			No release restrictions				
Aucune restriction re à la diffusion	lative	<u> </u>	Tous les pays de	FIOTAN.			Aucune restriction relative à la diffusion		_		
							21.32.5101USK81				
Not releasable Å ne pas diffuser											
								1	7		
Restricted to: / Limité	ŧ		Restricted to: / L		Щ		Restricted to: / Limité à :	L.	J.		
Specify country(ies):	Preciser	10(5) pays : Specify country(i	es): / Precis	er ie(s) pays :	Specify country(ies): / Précise	er ie(s	.) pays	3	
7, c) Level of informati	on / Nivea	u ď									
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TBS/SCT 350-103(2	004/12)		Security Classifi	cation / Clas	sifica	ition de sécurité					

23

UNCLASSIFIED

Solicitation No. - N° de l'invitation 47419-208904 Client Ref. No. - N° de réf. du client 1000348904

Government Gouvernement du Canada

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

File No. - N° du dossier

005zv CCC No./N° CCC - FMS No./N° VME

COMMON-PS-SRCL#19 Contract Number / Numéro du contrat Security Classification / Classification de sécurité

		L		UNCLASSIFIED						
BART A C										
8. Will the sup Le fournissi If Yes, indic	inued) / PARTIE A (suite) plier require access to PROTECTED a sur aura-t-il acces à des renseignemer ate the level of sensitivity: native, indiquer le niveau de sensibilité	nts ou à des biens COMSEC di		CLASSIFIÉS?	✓ No Yes Non Oui					
Will the sup	Will the supplier require access to extremely sensitive INFOSEC information or assets? Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? No Ves Oui									
	s) of material / Titre(s) abrégé(s) du ma Number / Numéro du document :	atériel :								
PART B - PEI	SONNEL (SUPPLIER) / PARTIE B -	PERSONNEL (FOURNISSEU	₹)							
10. a) Personr	iel security screening level required / h	viveau de contrôle de la sécurit	é du personnel requis							
1	RELIABILITY STATUS COTE DE FIABILITÉ	CONFIDENTIAL CONFIDENTIAL	✓ SECRET SECRET	TOP SEC						
	TOP SECRET- SIGINT TRÈS SECRET - SIGINT	NATO CONFIDENTIAL NATO CONFIDENTIEL	NATO SECRET NATO SECRET		TOP SECRET TRÈS SECRET					
	SITE ACCESS ACCÈS AUX EMPLACEMENTS									
	Special comments: Commentaires spéciaux :									
	NOTE: If multiple levels of screening									
	REMARQUE : Si plusieurs niveaux o screened personnel be used for portion connel sans autorisation sécuritaire per	ns of the work?		tion de la sécurité doit êtr	e fourni. No Yes Non Oui					
If Yes, v	will unscreened personnel be escorted iffirmative, le personnel en question se	?	and the despitation of		✓ No Yes Non Oui					
	EGUARDS (SUPPLIER) / PARTIE C		N (FOURNISSEUR)							
INFORMATI	ON/ASSETS / RENSEIGNEMEN	TS / BIENS								
premise				*	No Yes					
CLASS	xisseur sera-t-il tenu de recevoir et d'ex FIÉS?	niteposer sur place des renseig	gnements od des piens FR	OTEGES EVOU						
	supplier be required to safeguard COI sisseur sera-t-il tehu de protèger des n		OMSEC?		No Yes					
PRODUCTION	ON.									
occur at Les inst	11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises? Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ?									
INFORMATION	INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)									
informat	11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED No Yes information or data? Le fournisseur sera:-I-II tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des									
	nements ou des données PROTÉGÉS e		recovering god ordered to the trade to the total light light and	recommended and the second						
Dispose	11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency? Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? No Yes Oui									
TBS/SCT 35	0-103(2004/12)	Security Classification / Cla			Conodi					

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Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

COMMON-PS-SRCL#19

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Gouvernement du Canada

Contract Number / Numéro du contrat Security Classification / Classification de sécurité UNCLASSIFIED

isport Ti Link ? en électronique									<u> </u>			- 221	4000	1001	11-2			
For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises. Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur. For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions. Can be cas des utilisateurs qui remplissent le formulaire en ligne (par internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif. SUMMARY CHART / TABLEAU RÉCAPITULATIF Category Category Category PROTEGE CLASSIFIED CLASSIFIED CLASSIFIED COMPDENTIAL SECRET TRES NATO NATO NATO NATO NATO NATO NATO NATO NATO COMPDENTIAL SECRET TRES NATO SECRET TRES NATO NATO NATO NATO NATO NATO NATO SECRET TRES NATO NATO NATO NATO NATO NATO NATO SECRET TRES SECRET TRES NATO NATO NATO NATO NATO NATO NATO NATO SECRET TRES SECRET TRES NATO																		
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ormation / Assets inseignements / Blens RESTREINTE SECRET SECRET					CONFIDENTIEL							Α	8	С	CONFIDENTIEL			
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La description du travall visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE? If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification". Dans l'affirmative, classifier le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED? La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE? If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments). Dans l'affirmative, classifier le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec		***************************************										***************************************		***********			***************************************	
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TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité UNCLASSIFIED

Canadä

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

COMMON-PS-SRCL#19 Government Gouvernement of Canada du Canada

Contract Number / Numéro du contrat
 Security Classification / Classification de sécurité
UNCLASSIFIED
UNCUASSIFIED

PART D - AUTHORIZATION / PAR	TIE D - AUTORISATIO	N				
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613-952-2933			susan. Chambers Och	15a-ASPC	gc-cq	10-0ec 11
14. Organization Security Authority	Responsable de la séc	curité de l'organ	isme		*	
Name (print) ; Nom (en lettres moule	es)	Title - Titre		Signature	21:2	/
Stephens lufon	Lune	Green	to Specialist.		414C	- :
Telephone No N° de téléphone	Facsimile No N° de	télécopieyr	E-mail address - Adresse cou	niel	Date	/
348 301 7776		Stock	rne lafortune acc	31418	4. ce. 7.	1.8018.
15. Are there additional instructions Des instructions supplémentaire	(e.g. Security Guide. S s (ρ. ex. Guide de sécu	ecurity Classific	ation Guige) attached?		s?	No Yes Non Oui
16. Procurement Officer / Agent d'ap	provisionnement					Digitally signed by 150 outs Probin
Name (print) - Nom (en lettres moule		Title - Titre		Signature	StLouis,	SN/ CN + Studes, Robin C + CA O + GC OU + PROSC TPSOC
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17. Contracting Security Authority /	Autorilé contractante er	n matière de sè	curité	***************************************		
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Jacques Saumur Jacques Saumur
Contract Security Officer
Contracts Security Division|Division des contrats sécurité /
Contract Security Program|Programme de sécurité des contrats /
Public Services and Procurement Canada| Services publics et Approvisionnement Canada Jacques.Saurnur@lpsgc-pwgsc.gc.ca Tetephone | Téléphone 613-948-1732 Facsimile | Télécopieur 613-948-1712

TBS/SCT 350-103(2004/12)

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Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

ANNEX D, INSURANCE REQUIREMENTS

- 1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
- 2. The Commercial General Liability policy must include the following:
 - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
 - b. Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
 - c. Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
 - d. Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
 - e. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - f. Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - g. Employees and, if applicable, Volunteers must be included as Additional Insured.
 - h. Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
 - i. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
 - j. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
 - k. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
 - I. Litigation Rights: Pursuant to subsection 5(d) of the Department of Justice Act, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

Director Business Law Directorate, Quebec Regional Office (Ottawa), Department of Justice, 284 Wellington Street, Room SAT-6042, Ottawa, Ontario, K1A 0H8

For other provinces and territories, send to:

Senior General Counsel, Civil Litigation Section, Department of Justice 234 Wellington Street, East Tower

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Ottawa, Ontario K1A 0H8

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to codefend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

- 3. The Contractor must obtain Errors and Omissions Liability (a.k.a. Professional Liability) insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature but for not less than \$1,000,000 per loss and in the annual aggregate, inclusive of defence costs.
- 4.If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- 5. The following endorsement must be included:

Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

ANNEX E, TASK AUTHORIZATION FORM

Contract Number	At STEP 1 a, enter the PWGSC resulting contract number.								
Task Authorization (TA) Number	Instructions to the TA Authority: Enter the number here.								
Contractor's Name and Address									
Instructions to the TA Authority: Enter the name and address here.									
Total Estimated Cost of Task (Applicable Taxes extra) before any \$ Instructions to the TA									
revisions: Authority: Enter the amount here.									
_	TA Revisions Previously Authorized								
Instructions to the TA Authority: the information for the prevassigned revision numbers (the first revision must be identifiauthorized, enter \$0.00. Add rows, as needed									
TA Revision Number:Instructions to		or Decrease (Applicable Taxes extra)							
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TA Revision Number:Instructions to		or Decrease (Applicable Taxes extra)							
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	here, as applicable.								
TA Revision Number:Instructions to		or Decrease (Applicable Taxes extra)							
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TA Revision Number: Instructions to the TA Authority: Enter the number here, as applicable.		or Decrease (Applicable Taxes extra) ctions to the TA Authority: Enter the amount							
here, as applicable. S									
New TA Revision	, , , , ,								
Instructions to the TA Authority: the first revision must be in is authorized, enter \$0.00. TA Revision Number: Instructions to	Authorized Increase	or Decrease (Applicable Taxes extra)							
the TA Authority: Enter the number here, as applicable.	\$ Instructions to the TA Authority: Enter the amount here, as applicable.								
Total Estimated Cost of Task (Applicable Taxes extra									
this revision:	, ————————————————————————————————————	re, as applicable.							
Contract Security Requirements (as applicable)		, , , , , , , , , , , , , , , , , , ,							
	This task includes security requirements. At STEP 1 a): check the applicable boxes.								
□ No									
Yes. Refer to the Security Requirements Checklist (SRCL) annex of the Contract.									
Remarks: At STEP 1 a), 2a) or 3, enter the remarks, if any, or enter : "N/A".									
Required Work									
Instructions to the TA Authority: The content of sections A, I the instructions for Section A, click on the hyperlink.	B, C and D below must be	e in accordance with the Contract. To view							

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

SECTION A - Task Description of the Work Required Instructions for Section A SECTION B – Applicable Basis of Payment Instructions for Section B SECTION C - Cost Breakdown of Task Instructions for Section C SECTION D- Applicable Method of Payment Instructions for Section D Authorization - Authorization By signing this TA, the Project Authority or the PWGSC Contracting Authority or both, as applicable, certify (ies) that the content of this TA is in accordance with the Contract. En apposant sa signature sur cette AT, le chargé de projet ou l'autorité contractante de TPSGC ou, s'il y a lieu, les deux atteste(nt) que le contenu de cette AT respecte les conditions du contrat. Name of Project Authority - Nom du chargé de projet _____ Signature Date _____ Name of PWGSC Contracting Authority -Nom de l'autorité contractante de TPSGC ______ Signature _____ Date Contractor's Signature - Signature de l'entrepreneur Name and title of individual authorized to sign for the Contractor Nom et titre de la personne autorisée à signer au nom de l'entrepreneur Signature Date _____

ANNEX E, TASK AUTHORIZATION FORM

Contract Number	47419-208904	/001/ZV					
Task Authorization (TA) Number	TA 05						
Contractor's Name and Address							
ADRM TECHNOLOGY CONSULTING GROUP (CORP						
1052 St-Laurent Blvd, Unit #2							
Ottawa, Ontario							
K1K3B4 Canada							
Total Estimated Cost of Task (Applicable Taxes	extra) before	\$110,853					
any revisions:	,						
TA Revisions Previously Authorized							
Instructions to the TA Authority: the information for the	previously author	zed revisions must be presented in					
ascending order of assigned revision numbers (the first							
etc.). If no increase or decrease was authorized, enter \$							
TA Revision Number:		rease or Decrease (Applicable Taxes					
	extra)						
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extra) \$							
νω ΤΑ Revision							
Instructions to the TA Authority: the first revision must	he identified as No	1 the second as No. 2 atc. If no increase					
or decrease is authorized, enter \$0.00.	ne inclinited as lar	. i, the second as no. 2, etc. ii no morease					
TA Revision Number:	Authorized Inc	rease or Decrease (Applicable Taxes					
extra)							
	\$	_					
Total Estimated Cost of Task (Applicable Taxes							
extra) after this revision: \$							
Contract Security Requirements (as applicable	<u>e) </u>						
This task includes security requirements:							
	□ No						
☑ Yes. Refer to the Security Requirements Checklist (SRCL) in the contract.							
Remarks: Secret Clearance required.							
Nomano. Ocoret olearance required.							

Required Work

SECTION A – Task Description of the Work Required

Background:

The CBSA is responsible for border management that contributes to the safety and security of Canada and facilitates the flow of persons and goods, thereby contributing to Canada's prosperity. The CBSA is faced with both increasing border volumes and increasing complexity in its operating environment. These external drivers require a shift in the Agency's operating model towards risk-based compliance and the use of emerging technology to expedite the flow of legitimate goods and people and more precisely identify higher risk transactions for greater scrutiny.

The Agency has a transformation vision and high-level strategy, along with several in-flight and recently approved projects that will begin to shift the Agency's operating model.

Objective

The objective of this TA is to provide project management services to the Intelligence and Enforcement Branch's Project Delivery Division (PDD) throughout the delivery of its major projects. The PDD is responsible for the planning, delivery and management of assigned projects, including the implementation of project management processes and controls and project development activities, such as business transformation and change management, through the design, development, and implementation phases of assigned projects. All work is expected to be in line with CBSA and Treasury Board Secretariat project management policies.

Resource requirements

In terms of this specific requirement, CBSA requires the services of:

Number	Resource Category
	Project Leader/Executive, Senior
1	Project Manager, Senior
	Business Architect, Senior
	Business Architect, Intermediate
	Change Management Consultant, Senior
	Change Management Consultant, Intermediate
	Business Process Consultant, Senior
	Business Process Consultant, Intermediate
	Business Consultant, Senior
	Business Consultant, Intermediate
	Business Consultant, Junior

Tasks

The Contractor must perform the following tasks:

- Plan and coordinate project management activities including financial, planning and reporting aspects;
- Plan, direct and control the activities of a project team in order to meet project objectives for scope, costs, schedule and quality. The Project Delivery Division projects are multi-departmental, and this work includes overseeing and directing (in such a way that respects departmental mandates) the project activities of Other Government Department (OGD) partners, as appropriate;
- Develop and/or review and provide feedback on various project artefacts (e.g., project management plans, charts, tables, diagrams and presentations when required) for reporting purposes and/or to assist in identifying/resolving project issues;
- Prepares briefings, project status reports and dashboards on an ongoing basis, including gating documents and official project artefact to Treasury Board Secretariat;

- Monitor the design and implementation of the project against established goals, objectives and milestones;
- Create and maintain project risk, issue and change management plans as well as logs/registers on an ongoing basis. This includes leading ongoing risk/issue/change management and monitoring activities with CBSA and OGD partners;
- Develop and provide input into the project schedule on an ongoing basis. This
 includes meeting with stakeholders and other project managers, as required;
- Develop and deliver presentations and lead discussions of project progress and issues at various levels of governance committees (eg, Manager, Director, Director General, etc);
- Develop, plan, analyze, evaluate and prioritize deliverables and requirements, especially as new priority elements come into play;
- Determine and obtain budgetary requirements related to the project;
- Develop and maintain project control and reporting procedures and manage changes to plans;
- Coordinate, draft and prepare for signature formal project documents and reports; and
- Prepare transition and evaluation plans and conduct lessons learned exercises.

Deliverables and Associated Schedule:

Lead, coordinate and provide input into the dashboard and summary report for the project using approved templates (MS Excel and Word);	monthly basis
Update and maintain the project schedule using approved templates (MS Project, Excel, etc., as directed);	bi-weekly basis, or sooner if developments arise
Update and maintain the risk, issue and change request logs using MS Word and MS Excel;	bi-weekly basis, or sooner if developments arise
Develop the presentations and supporting documents for projet gate meetings using the approved templates (MS Powerpoint and other artefacts in MS Word and Excel);	by the dates specified in the project schedule
Develop project briefing material (eg, project plans) for executive level governance committees, and present at these committees;	as requested
Lead and coordinate meetings with project stakeholders, including the preparation and presentation of material;	on a bi-weekly basis or as meetings are held
Develop and provide progress reports to the manager;	bi-weekly basis

Develop plans, charts, tables, diagrams, dashboards and other reports presenting the status of the project;	as needed
Status and Progress Reports;	weekly basis
Ensure knowledge transfer via presentations and list of key documents.	ongoing

Format of deliverables

- Meetings, working groups, committees, boards with the project team as well as internal and external stakeholders.
- Documents using various Microsoft suite applications (Project, Visio, Powerpoint, Word, Excel, etc.) as well as emails via Outlook.
- Presentations for senior executives, including dashboards, risk/issue registers, presentations, and other formats as required. Includes verbal and written briefings.

Period of services

From: July 19, 2021 To: December 23, 2021

Work location

Contractor may be asked to work or attend meetings at CBSA offices at 100 Metcalfe Street, Ottawa, ON K1A 0L8, or any other CBSA location within the National Capital Region.

SECTION B – Applicable Basis of Payment

Refer to the Contract Annex B, Basis of Payment. TA is subject to a limitation of expenditure.

SECTION C – Cost Breakdown of Task

 Requisition Number:
 1000357866
 Cost Centre:
 3330-820-30

 Purchase Order:
 TBC
 Fund:
 2001

 Outline Agreement:
 474198904
 WBS (if applicable):
 C-00082-20-01

Category and Name of Resource	Firm Per Diem Rate	Estimated # of Days	Total Cost		
Category: Project Manager, Senior		•	\$98,100		
Name:					
Category:					
Name:					
Category:					
Name:					
Category:					
Name:					
	Subtotal Prof	essional Fees:	\$98,100		
		HST:	\$12,750		
		Total:	\$110,853		

SECTION D – Applicable Method of Payment

For the Work specified in an authorized TA subject to a limitation of expenditures:

Canada will pay the Contractor on a monthly basis for work performed during the month covered by the invoice in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work performed has been accepted by Canada.

The Contractor accepts to be paid using any of the following Electronic Payment Instruments:

- d. a. Direct Deposit (Domestic and International); and
- e. b. Wire Transfer (International Only).

Refer to the Contract section 7.7 for invoicing instructions. Original and two copies to be sent to vendors-fournisseurs@cbsa-asfc.gc.ca.

Authorization - Authorization

By signing this TA, the Project Authority or the PSPC Contracting Authority or both, as applicable, certify(ies) that the content of this TA is in accordance with the Contract.

En apposant sa signature sur cette AT, le chargé de projet ou l'autorité contractante de SPAC ou, s'il y a lieu, les deux, atteste(nt) que le contenu de cette AT respecte les conditions du contrat.

Name of Pr Geneviève		om du chargé de projet	
Signature	JOHNSON STEFANIE	Digitally signed by JOHNSON STEFANIE Date: 2021.07.06 09:43:17 -04'00'	Date
Name of PS Robin St-Lo	_	ithority – Nom de l'autorité contractante	de SPAC
Signature			Date
Name of Co Nancy Clero		for CBSA – Nom de l'autorité contracta	nte de l'ASFC
Signature			Date
Contract	or's Signature	- Signature de l'entrepreneur	
	itle of individual aut signer au nom de l'	thorized to sign for the Contractor – Nor entrepreneur	m et titre de la personne
Signature			



Travaux publics et Services gouvernementaux Canada

Purchasing Office - Bureau des achats:

Professional Services Division (ZV)/Division des Services Professionnels(ZV) Les Terrasses de la Chaudière 10, rue Wellington, 4th floor Gatineau Quebec K1A0S5

Title - Sujet TSPS - Strategic Advisor			
Contract No N° du contra	Date		
47419-208904/001/ZV		2020-12-24	
Client Reference No N° do 1000348904	e référence du client		
Requisition No N° de la d	emande		
47419-208904			
File No N° de dossier	CCC No./N° CCC - FMS N	o./N° VME	
005zv.47419-208904			
Financial Code(s) Code(s) financier(s) 74425		GST/HST TPS/TVH	
Patrick Boucher / 16000000	0 / 201/		
F.O.B F.A.B. Destination			
GST/HST - TPS/TVH	Duty - Droits		
See Herein - Voir ci-inclus	See Herein - Voir ci-incl	us	
Destination - of Goods, Ser	vices, and Construction:		

CONTRACT - CONTRAT

Your proposal is accepted to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price or prices set out therefor.

Nous acceptons votre proposition de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans les présentes, et aux annexes ci-jointes, les biens, services et construction énumérés dans les présentes, et sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

This document contains a security requirement

Invoices - Original and two copies to be sent to:
Factures - Envoyer l'original et deux copies à:
CANADA BORDER SERVICES AGENCY
2E ETAGE, #260-01
105, RUE MCGILL
Vendors-fournisseurs@cbsa-asfc.gc.c
MONTREAL
Quebec
H2Y2E7

Destination - des biens, services et construction:

Specified Herein

Précisé dans les présentes

Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur

874454911PG0001 ADRM TECHNOLOGY CONSULTING GROUP CORP 1052 St-Laurent Blvd Unit #2 Ottawa Ontario K1K3B4

Operating as: ADRMTEC

Canada

Address Enquiries to: - Adresser toutes ques	Buyer ld - ld de l'acheteur			
St-Louis, Robin		005zv		
Telephone No N° de téléphone (613) 858-6185 ()	FAX No N° de FAX			
Total Estimated Cost - Coût total estimatif \$4,633,000.00	Currency Type - Devise CAD			
		D: 2 II		

For the Minister - Pour le Ministre StLouis. Rol

StLouis, Robin Digitally signed by: StLouis, Robin DN: CN = StLouis, Robin C = CA O = GC OU = DN: CN = StLouis, Robin C = CA O = GC OU = Date: 2020 12:24 10:29:15-05:00'



Canada

Solicitation No. - N $^\circ$ de l'invitation 47419-208904 Client Ref. No. - N $^\circ$ de réf. du client 1000348904

Amd. No. - N $^{\circ}$ de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

7.1 Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work in Annex A.

7.1.1 Task Authorization

- **A.** Work described at Annex A, Statement of Work will be performed under the Contract on an "as and when requested basis".
- **B.** With respect to the Work mentioned under paragraph A of this clause,
 - 1. an obligation will come into force only when the Contractor receives a Task Authorization (TA), inclusive of any revisions, authorized and issued in accordance with this clause, and only to the extent designated in the authorized TA;
 - 2. the TA Authority and limit will be determined in accordance with paragraph C of this clause;
 - 3. the Contractor must not commence work until a TA, inclusive of any revisions, has been authorized and issued in accordance with the Contract. The Contractor acknowledges that work performed before a TA, inclusive of any revisions, has been authorized and issued in accordance with the Contract will be done at the Contractor's own risk and expense;
 - 4. the task description, inclusive of any revisions, included in an authorized TA must fall within the scope of the Statement of Work, in Annex A; and
 - 5. the TA, inclusive of any revisions, will be authorized under the Contract through the use of Annex D, Task Authorization Form. An authorized TA is a completed Annex D signed by the TA Authority.

C. TA Authority and Limit

The Project Authority may authorize individual TAs inclusive of any revisions up to a limit of \$200,000.00 Applicable Taxes extra. Any TA the total value of which would exceed that limit or any revision to a previously authorized TA that would increase the TA total value above that limit must be authorized by the Contracting Authority before issuance to the Contractor.

D. The authority specified under paragraph C of this clause is granted subject to the sum specified in the Contract under clause 7.6.2 (Canada's Total Liability, Cumulative Total of all authorized TAs) not being exceeded.

E. TA Process

For each task or revision of a previously authorized task, the Project Authority will provide the Contractor with a request to perform a task prepared using Annex A, Task Authorization Form, containing as a minimum:

- o the task or revised task description of the Work required, including:
 - the details of the activities or revised activities to be performed;
 - a description of the deliverables or revised deliverables to be submitted; and
 - a schedule or revised schedule indicating completion dates for the major activities or submission dates for the deliverables, or both, as applicable;
- the Contract security requirements applicable to the task or revised task;
- the Contract basis (bases) of payment applicable to the task or revised task; and

Solicitation No. - N $^\circ$ de l'invitation 47419-208904 Client Ref. No. - N $^\circ$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

the Contract method(s) of payment applicable to the task or revised task.

- **F.** Within 5 calendar days of its receipt of the request, the Contractor must provide the Project Authority with a signed and dated response prepared and submitted using the TA form received from the Project Authority, containing as a minimum:
 - 1. the total estimated cost proposed for performing the task or, as applicable, revised task;
 - 2. a breakdown of that cost in accordance with Annex A; and;
 - 3. for each resource proposed by the Contractor for the performance of the Work required:

the name of the proposed resource; the resume of the proposed resource; and a demonstration that the proposed resource meets: the Contract security requirements;

G. TA Authorization

- 1. The TA Authority will authorize the TA based on:
 - the request submitted to the Contractor pursuant to paragraph E of this clause;
 - the Contractor's response received, submitted pursuant to paragraph F of this clause;
 and
 - the agreed total estimated cost for performing the task or, as applicable, revised task.
- H. Minimum Work Guarantee All the Work Authorized TAs
 - 1. "Maximum Contract Value" means the sum specified in Contract clause 7.6.2 (Canada's Total Liability, Cumulative Total of all authorized TAs); and "Minimum Contract Value" means a fixed amount of \$5,000.00
 - 2. Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with paragraph I.3 of this clause. In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract period to perform the Work. Canada's maximum liability for Work requested in authorized TAs, performed by the Contractor and accepted by Canada must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.
 - 3. In the event that Canada does not request Work in the amount of the Minimum Contract Value during the period of the Contract, Canada must pay the Contractor the difference between the Minimum Contract Value and the cost of the Work requested in authorized TAs, performed by the Contractor and accepted by Canada.
 - 4. Canada will have no obligation to the Contractor under this clause if Canada terminates the Contract in whole or in part for default.
- I. Periodic Usage Reports Contracts with TAs
 - 1. The Contractor must compile and maintain detailed and current data on its performance of Work required and requested under TAs (inclusive of any revisions) authorized and issued under the Contract.
 - 2. No later than 15 calendar days after the end of each of the reporting periods below, the Contractor must submit to the Contracting Authority and Project Authority a periodic usage report containing, in an electronic spreadsheet (such as MSOffice Excel), the data elements specified in

Solicitation No. - N° de l'invitation 47419-208904 Client Ref. No. - N° de réf. du client 1000348904

Amd. No. - N° de la modif. File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv

CCC No./N° CCC - FMS No./N° VME

paragraphs J.3 and J.4 of this clause in the order they are presented. Where at the end of a reporting period, no changes are required to be made to the data contained in the periodic usage report submitted for the previous period, the Contractor must submit a "NIL" report to the Contracting Authority and Project Authority.

The reporting periods are defined as follows:

1st quarter: April 1 to June 30: 2nd guarter: July 1 to September 30: 3rd guarter: October 1 to December 31; and 4th quarter: January 1 to March 31.

- 3. For each TA authorized and issued under the Contract, the data must contain the following data elements in the order presented:
- the TA number appearing on the TA form; 0
- the date the task was authorized appearing on the TA form; 0
- the total estimated cost of the task (Applicable Taxes extra) before any revisions appearing 0 on the TA form;
- the following information appearing on the TA form must be included for each authorized 0 revision, starting with revision 1, than 2, etc.;
- the TA revision number: 0
- the date the revision to the task was authorized; 0
- the authorized increase or decrease (Applicable Taxes extra); 0
- the total estimated cost of the task (Applicable Taxes extra) after authorization of the revision;
- the total cost incurred for the task (as last revised, as applicable), Applicable Taxes extra;
- the total cost incurred and invoiced for the task (as last revised, as applicable), Applicable Taxes extra:
- the total amount of Applicable Taxes invoiced; 0
- the total amount paid, Applicable Taxes included; 0
- the start and completion date of the task (as last revised, as applicable); and
- the active status (i.e., the percentage of the work completed) of the task (as last revised, as applicable) with an explanation (as applicable).
- 4. For all TAs authorized and issued under the Contract, the data must contain the following data elements in the order presented:
- the sum (Applicable Taxes extra) specified in clause 7.6.2, Canada's Total Liability, 0 Cumulative Total of all Authorized TAs, as last amended;
- the total cost incurred for all authorized tasks inclusive of any revisions, Applicable Taxes 0
- the total cost incurred and invoiced for all authorized tasks inclusive of any revisions, \bigcirc Applicable Taxes extra;
- the total amount of Applicable Taxes invoiced for all authorized tasks inclusive of any 0 revisions: and
- the total amount paid for all authorized tasks inclusive of any revisions, Applicable Taxes 0 extra.

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N $^{\circ}$ de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

J. Administration of the TA Process

The administration of the TA process will be carried out by CBSA's project authority. This process includes: monitoring, controlling and reporting on expenditures of the Contract to the Contracting Authority.

7.2 Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the <u>Standard Acquisition Clauses and Conditions Manual</u> (https://buyandsell.gc.ca/policy-and-guidelines /standard-acquisition-clauses-and-conditions-manual) issued by Public Works and Government Services Canada.

7.2.1 General Conditions

2035 (2018-06-21), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

7.2.2 Inspection and Acceptance

The Project Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

7.3 Security Requirement

- **7.3.1** The following security requirement (SRCL and related clauses provided by the <u>Contract Security</u> Program apply and form part of the Contract:
 - 1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer/Supply Arrangement, hold a valid Facility Security Clearance at the level of Secret, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC)
 - The Contractor/Offeror personnel requiring access to protected/classified information, assets or sensitive work site(s) must EACH hold a valid personnel security screening at the level of Reliability Status, Confidential or Secret as required, granted or approved by CISD/PWGSC
 - 3. The Contractor/Offeror must not remove any protected/classified information from the identified work site(s), and the Contractor/Offeror must ensure that its personnel are made aware of and comply with this restriction
 - 4. Subcontracts which contain security requirements are not to be awarded without the prior written permission of CISD/PWGSC
 - 5. The Contractor/Offeror must comply with the provisions of the:
 - 1. Security Requirements Check List and security guide (if applicable), attached at Annex C
 - 2. Industrial Security Manual (Latest Edition).

7.4 Term of Contract

7.4.1 Period of the Contract

The period of the Contract is from Date of Contract to December 23, 2021.

Solicitation No. - N $^\circ$ de l'invitation 47419-208904 Client Ref. No. - N $^\circ$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

7.4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two (2) additional one (1) year period(s) under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least 15 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

7.5 Authorities

7.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Robin St-Louis Title: Contracting Officer

Public Works and Government Services Canada

Acquisitions Branch

Directorate: Professional Services Procurement Directorate

Address: 10 Wellington Street, 5th floor

Telephone: 613-858-6185

E-mail address: robin.st-louis@tpsgc-pwgsc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

7.5.2 Project Authority

The Project Authority for the Contract is:

Name: Geneviève Binet Title: Director General

Organization: Canada Border Services Agency

Address: 191 Laurier Avenue, Ottawa, Ontario, K1A 0L8

Telephone: 613-290-0806

E-mail address: geneviève.binet@cbsa-asfc.gc.ca

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority; however, the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

7.5.3 Contractor's Representative

Name:

Title:

ADRM Technology Consulting Group Corp.

Address: 1052 St-Laurent Blvd, Unit #2, Ottawa, Ontario, K1K 3B4

Telephone:

E-mail address:

Solicitation No. - N $^\circ$ de l'invitation 47419-208904 Client Ref. No. - N $^\circ$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

7.6 Payment

7.6.1 Basis of Payment

TA subject to a Limitation of Expenditure

The Contractor will be paid for its costs reasonably and properly incurred in the performance of the Work specified in the authorized TA in accordance with the basis of payment in Annex B to the limitation of expenditure specified in the authorized TA.

Canada's total liability to the Contractor under the authorized TA must not exceed the limitation of expenditure specified in the authorized TA. Customs duties are included and Applicable Taxes are extra.

No increase in the liability of Canada or in the price of the Work specified in the authorized TA resulting from any design changes, modifications or interpretations of the Work specified in the authorized TA will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been authorized, in writing, by the TA Authority before their incorporation into the Work specified in the authorized TA. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written authorization of the TA Authority. The Contractor must notify the TA Authority in writing as to the adequacy of this sum:

- (a) when it is 75 percent committed, or
- (b) four (4) months before the final delivery date specified in the authorized TA, or
- (c) as soon as the Contractor considers that the authorized TA funds are inadequate for the completion of the Work specified in the authorized TA,

whichever comes first.

If the notification is for inadequate authorized TA funds, the Contractor must provide to the TA Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

7.6.2 Canada's Total Liability

Limitation of Expenditure - Cumulative Total of all authorized TAs

- A. Canada's total liability to the Contractor under the Contract for all authorized TAs, inclusive of any revisions, must not exceed the sum of \$4,100,000.00. Customs duties are included and the Applicable Taxes are extra.
- B. No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
- C. The Contractor must notify the Contracting Authority, in writing, as to the adequacy of this sum:
 - 1. when it is 75 percent committed, or
 - 2. four (4) months before the Contract expiry date, or
 - 3. as soon as the Contractor considers that the sum is inadequate for the completion of the Work requested in all authorized TAs inclusive of any revisions, the applicable basis of payment of which is limitation of expenditure contract clause 7.6.1, TA subject to a Limitation of Expenditure,

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904 Amd. No. - N $^{\circ}$ de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

whichever comes first.

D. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

7.6.3 Method of Payment

For the Work specified in an authorized TA subject to a limitation of expenditures:

Canada will pay the Contractor on a monthly basis for work performed during the month covered by the invoice in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work performed has been accepted by Canada.

7.6.4 SACC Manual Clauses

A9117C (2007-11-30), T1204 - Direct Request by Customer Department

7.6.5 Electronic Payment of Invoices - Contract

The Contractor accepts to be paid using any of the following Electronic Payment Instruments:

- a. Direct Deposit (Domestic and International); and
- b. Wire Transfer (International Only).

7.6.6 Discretionary Audit

C0705C (2010-01-11), Discretionary Audit

7.7 Invoicing Instructions

 The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

Each invoice must be supported by:

- a. a copy of time sheets to support the time claimed;
- b. a copy of the release document and any other documents as specified in the Contract;
- c. a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses;
- d. a copy of the monthly progress report.

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904 Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Invoices must be distributed as follows:

- a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment; and OR
- b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

7.8 Certifications and Additional Information

7.8.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

7.8.2 Federal Contractors Program for Employment Equity - Default by the Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid List" available at the bottom of the page of the Employment and Social Development Canada (ESDC) - Labour's website (https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#). The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

7.9 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

7.10 Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- (a) the Articles of Agreement;
- (b) the general conditions 2035 (2018-06-21), General Conditions Higher Complexity Services;
- (c) Annex A Statement of Work;
- (d) Annex B Basis of Payment:
- (e) Annex C Security Requirements Check List;
- (f) Annex D Insurance Requirements:
- (g) the signed Task Authorizations (including all of its annexes, if any);
- (h) Contractor's Supply Arrangement E60ZT-18TSPS; and
- (i) the Contractor's bid dated February 3, 2020.

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

7.11 Insurance Requirements

The Contractor must comply with the insurance requirements specified in Annex D. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. Coverage must be placed with an Insurer licensed to carry out business in Canada. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

7.12 Additional Resources

The Contractor grants to Canada the irrevocable option to acquire additional resource(s) described at Annex A of the Contract under the same conditions and at the rates stated in the Contract.

Additional Resources Process

- 1. The Project Authority will provide the Contractor with the request to acquire additional resource(s).
- The request to acquire additional resource(s) will contain details such as, the number of required additional resource(s), the preferred start date and a description of the major tasks to be performed.
- 3. The Contractor must provide the Project Authority, within 5 calendar days of its receipt, the qualifications and experience of the proposed additional resource(s). Each additional resource(s) will be assessed against the Attachment 1 to Part 4, Flexible Grid and the Attachment 2 to Part 4, Technical Criteria. If the required number of additional resource(s) cannot be fully met by the Contractor, the required resources will be procured using another method of procurement.

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

ANNEX A, STATEMENT OF WORK

1. Title

Advisory services to support the Canada Border Services Agency (CBSA) and its Chief Transformation Officer in the stewardship and delivery of a suite of enterprise-wide transformational projects and activities.

2. Objective

The objective is to establish a high level road map and performance measurement framework in support of the Agency's transformation vision and strategy, and to provide project management support when required to specific projects from the portfolio of the transformation related projects.

Success in this regard will be defined by the ability of the CBSA to:

- Organize, manage, and drive the Agency's transformation related projects in an integrated fashion;
- b. Establish a transformation performance measurement framework with outcomes and indicators; and,
- c. Assist in the management and delivery of specific transformation projects by providing advisory services.

3. Background

The CBSA is responsible for border management that contributes to the safety and security of Canada and facilitates the flow of persons and goods, thereby contributing to Canada's prosperity. The CBSA is faced with both increasing border volumes and increasing complexity in its operating environment. These external drivers require a shift in the Agency's operating model towards risk-based compliance and the use of emerging technology to expedite the flow of legitimate goods and people and more precisely identify higher risk transactions for greater scrutiny.

The Chief Transformation Officer (CTO) Branch was created at the start of 2018-19 with a mandate to provide overarching leadership on the Agency's journey to transform, renew and modernize its business processes. This includes setting strategic direction and priorities and identifying the interdependencies and sequencing of the various strategic and tactical initiatives across the organization.

The Agency has a transformation vision and high-level strategy, along with several in-flight and recently approved projects that will begin to shift the Agency's operating model. The CTO has a need for a coherent storyline, unified vision and an implementation roadmap for modernization that takes into account in-flight and planned activities, while highlighting interdependencies and potential gaps. The CTO also has a need for advice and expertise on the further development and implementation of vision and an implementation roadmap for modernization.

Additionally, the CTO may require on-demand advice related to business process change and reengineering advice to support management and delivery of individual projects within the portfolio of transformation activities.

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

4. Scope

The Office of the CTO will require support throughout the delivery of its transformational strategy and associated projects, initiatives and activities. Services from the Contractor may include the provision of resources to support and supplement the Office of the CTO by way of project management, business process re-engineering, change management, and/or performance measurement services.

5. Tasks and Deliverables

The actual scope of the specific work will be detailed in a TASK Authorization (TA).

Contracted individuals would work with the Director, Transformation Delivery, within the CTOB to lead a task team, consisting of consultants and CBSA employees who will be dedicated to the following tasks and the development and iteration of the following deliverables identified below.

Tasks:

- Project manage the task team.
- Consult with senior executives from across the agency to ensure requirements and expectations are well understood and reflected in the deliverables as required.
- Facilitate workshops with stakeholders from across the Agency to solicit input on the direction and structure of the transformation program and the key deliverables.
- Review and analyze existing transformation strategies and plans.
- Review and analyze existing transformation project plans and associated documents.
- Prepare and present a transformation storyline and briefing materials to executives as required.
- Prepare deliverables and ensure outputs are cohesive and compelling.
- Provide strategic advisory services to the executives in the CTOB as required.

Deliverables may include:

- Logic Model
- · Results framework
- · Prioritization framework
- Transformation Program Registry
- Graphical representation of dependencies and interrelationships
- Operational Delivery model
- Integrated Plan
- Transformation Office Concept of Operations
- Storyline Deck

Additionally, CBSA may require the following resources in support of the CBSA transformational activities and projects. Call-up of resources will be done through the issuance of Task Authorizations (TAs) in which details of specific level of effort and deliverables will be agreed to. These activities are expected to include:

Project Leader/Executive, Senior

CBSA requires the services of a Project Leader/Executive to support the CBSA transformation portfolio of projects and project teams. The Project Leader/Executive must provide overall oversight, guidance and advice on all matters associated with the transformation portfolio and specific projects identified in the task authorization.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

- Provide oversight to the active engagement of stakeholders and change management in the successful implementation of the identified projects.
- Development of strategic portfolio and project documents, including, but not limited to, strategies and plans, charters, risk mitigation strategies, and roadmaps;
- Recommend the readiness for approval of each project charter and project management plan:
- Transfer functional and technical knowledge to the departmental project teams through individual and group training, demonstrations, written instructions, and documents on an ongoing basis throughout the life of the project; and,
- Provide strategic advice and guidance to CBSA senior executives via presentations on the effective management and execution of the transformation agenda.

Deliverables will be specified at time of the issuance of the TA but could include:

- A work plan for the activities to be undertaken;
- Report on activities undertaken including the following:
- Activities completed within the reporting period;
- Planned activities for the next reporting period:
- Risks/issues that will require the attention of the Project Authority; and
- · Corrective actions required.

Project Manager, Senior

CBSA requires the services of a Project Manager to support the CBSA transformation portfolio of projects and project teams. The Project Manager must provide overall oversight, guidance and advice on all matters associated with the transformation portfolio and specific projects identified in the task authorization.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Develop and produce key project phases / deliverables
- Project plans, status updates and presentations as required
- Other deliverables related to this role as required by the Project Authority
- Develop and produce integrated project plans
- Create Key Performance Indicators (KPIs)
- Provide advice, support on the development of project plans for Functional Leads of the nine business functions
- Develop and produce dashboards and program monitoring tools
- Create and develop reports that include lessons learned
- Support the Project Authority by developing presentations and briefing material intended for senior CBSA management

Deliverables will be specified at time of the issuance of the TA but could include:

- Manage the project during the development, implementation and startup by ensuring that
 resources are made available and that the project is developed and is fully operational
 within previously agreed time, cost and performance parameters
- Formulate statements of problems; establish procedures for the development and implementation of significant, new or modified project elements to solve problems, and obtain necessary approvals
- Define and document the objectives for the project; determine budgetary requirements, the composition, roles and responsibilities
- Report progress of the project on an ongoing basis and at scheduled points in the life cycle
- Meet in conference with stakeholders and other project managers and states problems in a form capable of being solved
- Prepare plans, charts, tables and diagrams to assist in analyzing or displaying problems; work with a variety of project management tools

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Project sign-off

Business Architect, Senior

CBSA requires the services of a Business Architect to provide leadership in the approach and management of CBSA's transformation. The Business Architect must provide an integrated architectural perspective on transformation, including portfolio, project, change, performance, and architecture management, according to detailed business transformation architecture requirements outlined in specific Task Authorizations.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Lead the business transformation architecture activities;
- Provide strategic advice and guidance in establishing the Transformation Office, including definition of functions, processes, and capabilities.
- Lead in the development of business transformation design and architecture, business transformation architecture standards definition and application of business transformation processes:
- Responsible for the analysis of the current state business processes and development of future state business process models
- Identify opportunities for performance improvement
- · Conduct change impact assessments
- Development implementation and change management plans
- Lead teams through program and service design engagements
- Facilitate multi-stakeholder workshops to support the definition and planning of transformation implementation
- Provide knowledge transfer, coaching and/or training to CBSA staff as required.

Deliverables will be specified at time of the issuance of the TA but could include:

- Transformation program registry and architecture
- Organizational design documents (functions, processes, capabilities)
- Transformation strategy, roadmap, and plan
- Business model(s) and Target Operating Model(s)
- · Change impact assessments
- · Change management strategy and plan
- Business process documentation
- Facilitated workshops (including all plans and materials)
- Performance measurement framework

Business Architect, Intermediate

CBSA requires the services of a Business Architect to provide support in the approach and management of CBSA's transformation. The Intermediate Business Architect supports the Senior Business Architect and provides an integrated architectural perspective on transformation, including portfolio, project, change, performance, and architecture management, according to detailed business transformation architecture requirements outlined in specific Task Authorizations.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Support the business transformation architecture activities:
- Provide advice and guidance in establishing the Transformation Office, including definition of functions, processes, and capabilities.

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

- Assist in the development of business transformation design and architecture, business transformation architecture standards definition and application of business transformation processes;
- Analyze current state business processes and develop future state business process models
- Identify opportunities for performance improvement
- · Conduct change impact assessments
- Development implementation and change management plans
- Support teams through program and service design engagements
- Facilitate multi-stakeholder workshops to support the definition and planning of transformation implementation

Deliverables will be specified at time of the issuance of the TA but could include:

- Transformation program registry and architecture
- Organizational design documents (functions, processes, capabilities)
- Transformation strategy, roadmap, and plan
- Business model(s) and Target Operating Model(s)
- · Change impact assessments
- Change management strategy and plan
- Business process documentation
- Facilitated workshops (including all plans and materials)
- · Performance measurement framework

Change Management Consultant Senior

CBSA requires the services of Change Management Consultants to support the CBSA Transformation. The primary requirement is to support the people side of change, creating a structured change management implementation strategy so that there is consistency in adopting change for employees impacted by the change, and when appropriate the project teams. The Change Management Consultant must provide overall advice on all matters associated with change management associated with the specific project identified in the Task Authorization.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Identify the most expected and potential points of resistance to change. Develop counter strategies to reduce the resistance and address the doubts and uncertainty surrounding the change to foster a positive acceptance of change;
- Create specific change management plans with respect to training and orientation of employees for each major change/project;
- Develop a detailed work plan based on the change agenda and how the various changes will need to be implemented;
- Establish parameters to measure the early adoption, effective utilization and proficiency to new change initiatives for individual employees and organizational units;
- Conduct an assessment of change impact and requirements;
- Identify deviations in performance from the change standards and implement strategies for corrective action to achieve full organizational adoption to change;
- Develop a change management and communications strategy and plan for each project;
 and
- Transfer functional and technical knowledge to the project team and client staff through individual and group training, demonstrations, written instructions and documents on an ongoing basis throughout the life of the project.
- Act in a senior advisory capacity to significantly increase the strategic nature and quality
 of change management and communications activities across all key stakeholder groups;
- Provide expert change management, communications and stakeholder engagement leadership for the project;

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

- Develop readiness assessment, gap analysis and management action plan for projects;
- Assist with organizational needs assessment and planning strategic change interventions and mitigation strategies to meet change objectives and goals, including establishing and supporting change agent networks internal or external to CBSA;
- Develop Change Sponsorship and Leadership competency-development strategies working in close collaboration with executive sponsors making linkages to existing leadership development models being used at CBSA;
- Lead and support the development of various communications and engagement products, including presentations, communiqués, announcements, briefings, speaking points, questions and answers, web content, press releases, social media updates;
- Align the communication plans with the overall change management strategy;
- Review and assess existing communications collateral and provide clear recommendations on improvements;
- Coach leaders to help them work through the implications of change and to become
 effective leaders and sponsors of change;
- In support of the change leadership plan, attend CBSA Senior Executive, as well as other
 meetings, as required and support and engage senior leaders, managers and
 supervisors, to fulfill the role of change sponsor to help their direct reports through
 transitions;
- Develop and implement processes to measure the effectiveness of change management and leadership efforts to ensure measurable improvements in managing and leading change and its impact on stakeholders in transformation initiatives. As part of this work, support the development of and maintain People Readiness assessments for transformation programs – both from a client and CBSA perspective, in collaboration with the Chief Transformation Officer Branch;
- Provide executive advice to the President, CTO, Vice Presidents and Directors General on strategy for engaging senior government officials and positioning the CBSA Renewal Project's new service delivery model;
- Develop project-specific change management, communications and engagement plans and key messages based on diagnostic and gap identification;
- Develop the overarching change management, communications and engagement strategy and key messages;
- Design and implement communications activities that are aligned to existing CBSA management frameworks and project plans in continuing support of CBSA's transformation agenda;
- Develop presentations and other products for senior management and stakeholder groups as required.
- Provide guidance and oversight to CBSA Renewal change management, communications and engagement activities and processes.

Deliverables will be specified at time of the issuance of the TA but could include:

- Development and delivery of a change management plan;
- Interview guides and supporting workshop materials;
- A change impact assessment including a comprehensive stakeholder analysis;
- A change management strategy and plan including cost estimates, change implementation schedule and roles and responsibilities;
- Executive and staff level presentations for regular communications and product launch purposes; and
- Ad hoc presentations and reports as requested by the Project Authority and within the approved work plan.

Solicitation No. - N $^\circ$ de l'invitation 47419-208904 Client Ref. No. - N $^\circ$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Change Management Consultant Intermediate

This resource will provide change management and stakeholder engagement support to the CTOB and to CBSA Renewal initiatives, as coordinated by the CTOB.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Provide assistance to the Project Authorities for the scheduling of change management and change leadership activities, change management deliverables and their dependencies into the Project Schedules.
- Develop, prepare and maintain the following deliverables according to the Project Schedules:
 - · Change management strategies;
 - Change Leadership Strategy
 - · Change management plans;
 - · Stakeholder assessments;
 - Change impact assessments;
 - Stakeholder engagement strategies;
 - Stakeholder engagement plans;
 - Communications strategies
 - Communications action plans
 - Partners and clients organizational capacity assessments;
 - Partners and clients organizational readiness assessments and plans;
 - Workforce management strategy and other departmental and government wide initiatives supporting people (such as Beyond 2020 and PSES);
 - Engagement reporting; and
 - Change management toolkits.
- Ensure the change initiatives are scheduled in the forward agendas of the various CBSA Governance bodies, progress tracked, monitored and approved, as needed
- Support any Change Agent Network or stakeholder-related meetings (logistics and management) for both partner and CBSA-led.
- Develop presentations for CBSA Governance bodies and ensure governance requirements and milestones are integrated into stakeholder engagement deliverables.
- Develop presentations to communicate findings, options, approaches and solicit decisions from executives, as required.
- Plan, coordinate and execute stakeholder engagement events, including but not limited to planning, facilitating, and reporting.
- Lead and support the development of various stakeholder engagement products including presentations, communiqués, announcements, briefings, speaking points, questions and answers, internet/intranet content, press releases, social media updates;
- Support coordination of communications and engagement activities.

Business Process Consultant, Senior

CBSA requires the services of a Business Process Consultant to document current and future state business processes in support of major projects as identified in each Task Authorization. The focus will be on defining current state process, identifying potential processes for streamlining, and providing a future state streamlined process. The Business Process Consultant must work closely with project authorities, business leads, and the project teams to identify and outline processes, provide advice on business requirements and implementation plans. The Business Process Consultant must provide overall advice on all business process re-engineering matters associated with the specific project identified in the Task Authorization.

Solicitation No. - N $^\circ$ de l'invitation 47419-208904 Client Ref. No. - N $^\circ$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Review existing business processes and identify potential processes for streamlining;
- Provide recommendations to processes based on analysis of current processes and business needs:
- Work with the project team, business leads, and IT leads to identify opportunities for streamlining;
- Provide expert advice on business requirements, data flows, process design, and efficiencies to be gained through various process and workflow scenarios;
- Transfer functional and technical knowledge to the project team and client staff through individual and group training, demonstrations, written instructions and documents on an ongoing basis throughout the life of the project.

Deliverables will be specified at time of the issuance of the TA but could include:

- Current business processes and work flows;
- To be processes and work flows;
- Implementation plan based on analysis;
- Risks and mitigation strategies for proposed implementation plan;

Business Process Consultant, Intermediate

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Analyse business functional requirements to identify information, procedures and decision flows in order to optimize, streamline and accrue benefits for the CBSA
- Using business, workflow and organizational software tools
- Mapping existing processes and developing and mapping recommended new processes and changes as they relate to the Renewal/ Transformation Initiative

Deliverables will be specified at time of the issuance of the TA but could include:

- Current business processes and work flows:
- To be processes and work flows;
- Implementation plan based on analysis;
- Risks and mitigation strategies for proposed implementation plan;

Business Consultant, Senior

CBSA requires the services of a Business Consultant at the Senior level to provide leadership in the design of transformed program and service delivery as outlined in specific Task Authorizations.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- · Lead program and service design activities;
- Assist in the development of business transformation design and architecture, business transformation architecture standards definition and application of business transformation processes;
- Analyze current state business processes and develop future state business process models
- · Identify opportunities for performance improvement
- Develop implementation and change management plans
- Facilitate multi-stakeholder workshops to support the definition and planning of transformation implementation

Deliverables will be specified at time of the issuance of the TA but could include:

- Transformation strategy, roadmap, and plan
- Business model(s), Target Operating Model(s), and Service Model(s)

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

- Business process documentation
- Change management documentation
- · Facilitated workshops (including all plans and materials)

Business Consultant, Intermediate

CBSA requires the services of a Business Consultant at the Intermediate level to provide consulting services in the design of transformed program and service delivery as outlined in specific Task Authorizations.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Support program and service design activities;
- Analyze current state business processes and develop future state business process models
- Identify opportunities for performance improvement
- Develop implementation and change management plans
- Facilitate multi-stakeholder workshops to support the definition and planning of transformation implementation

Deliverables will be specified at time of the issuance of the TA but could include:

- Transformation strategy, roadmap, and plan
- Business model(s), Target Operating Model(s), and Service Model(s)
- Business process documentation
- Change management documentation
- Facilitated workshops (including all plans and materials)
- Performance measurement framework

Business Consultant, Junior

CBSA requires the services of a Business Consultant at the Junior level to provide consulting services in the design of transformed program and service delivery as outlined in specific Task Authorizations.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Assist program and service design activities;
- Analyze current state business processes and develop future state business process models
- Identify opportunities for performance improvement
- Development implementation and change management plans
- Facilitate multi-stakeholder workshops to support the definition and planning of transformation implementation

Deliverables will be specified at time of the issuance of the TA but could include:

- Transformation strategy, roadmap, and plan
- Business model(s) and Target Operating Model(s)
- Change management strategy and plan
- Business process documentation
- Facilitated workshops (including all plans and materials)

6. Acceptance Criteria of Deliverables

All deliverables shall be done with Microsoft Suite products, such as MS Project, MS Word, MS Excel and MS PowerPoint, Adobe Acrobat or other formats as mutually agreed upon by the supplier and the Project Authority.

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N $^{\circ}$ de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Deliverables will use plain language and messaging adapted for their intended audience.

7. Reporting Requirements

When a TA has been authorized, the resource must provide a weekly status report in MS Word electronically to the Project Authority outlining what work was undertaken during the reporting period, what work is still outstanding, and any issues or concerns that the resource wants to identify to the attention of the Project Authority.

The status reports must also be supported by a monthly detailed time sheet mapped to deliverables, using standard template.

8. Change Management Procedures

No increase in the total liability of Canada or in the price of Work resulting from any design changes, modifications or interpretations of specifications, made by the Contractor, will be authorized or paid to the Contractor unless such changes, modifications or interpretations, have been approved, in writing, by the Contract Authority, prior to their incorporation into the Work. The Contractor shall not be obliged to perform any work or provide any service that would cause the total liability of Canada to be exceeded, unless an increase is authorized by the Contract Authority.

9. Client Support

At no time is CBSA classified data to be accessed to or from the Contractor's IT systems through the use of a session or link (e.g. VPN) be permitted. The Contractor must comply with CBSA internal security policies, directives, standards, and guidelines at all times during the Contract.

CBSA's classified data is not to be removed from CBSA sites, nor will access to or from the Contractor's IT systems through the use of a session or link (e.g. VPN) be permitted.

The CBSA's working hours are between 07:00 to 18:00 Monday through Friday, except for Statutory Holidays where Government Offices are closed. These are core hours and are not representative of the Contractor's work day. All proposed personnel could be asked to be available to work outside normal office hours during the duration of the Contract. The Project Authority will advise the Contractor as soon as possible of any required work outside standard working hours.

10. Travel

Travel within the National Capital Region (NCR) will not be reimbursed.

11. Language

The primary language of work is English; however work may be conducted in either Official Language (English and/or French). All final deliverables will be in both official languages. The Contractor must also be able to provide resources capable of conducting meetings, working sessions and interviews in both official languages when specified in the specific Task Authorizations.

12. Work Location

The work will be primarily in the National Capital Region (NCR). Work locations will vary across the NCR depending on the requirement. The Contractor's resources may be required to work onsite at CBSA site offices or Contractor's offices or by tele/videoconference depending on the Task Authorization issued.

Solicitation No. - N $^\circ$ de l'invitation 47419-208904 Client Ref. No. - N $^\circ$ de réf. du client 1000348904

Amd. No. - N $^{\circ}$ de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

ANNEX B, BASIS OF PAYMENT

A- Contract Period (From Contract Award to December 23, 2021)

During the period of the Contract, for Work performed in accordance with the Contract, the Contractor will be paid as specified below.

1.0 Professional Fees

	TSPS Stream and Category	All-Inclusive Firm Per Diem Rate (In CAD \$)
1	Contract Period 1: From Contract Award to December	
	23, 2021	
1a	3.3 Project Leader/Executive - Senior	
1b	3.2 Project Manager - Senior	
1c	2.8 Business Architect - Senior	
1d	2.8 Business Architect - Intermediate	
1e	2.6 Change Management Consultant – Senior	
1f	2.6 Change Management Consultant – Intermediate	0000000
1g	2.5 Business Process Consultant – Senior	
1h	2.5 Business Process Consultant – Intermediate	
1i	2.5 Business Consultant – Senior	
1j	2.5 Business Consultant – Intermediate	
1k	2.5 Business Consultant – Junior	

For the purpose of this Contract, a day is defined as 7.5 hours of work, exclusive of meal breaks. Payment will be made for days actually worked, with no provision for annual leave, statutory holidays and sick leave. If time worked is more or less than a day, the all inclusive fixed daily rate must be prorated to reflect the actual time worked.

Total Estimated Cost of Professional Fees: \$4,100,000.00

B- Option to Extend the Term of the Contract

This section is only applicable if the option to extend the Contract is exercised by Canada.

During the extended period of the Contract specified below, the Contractor will be paid as specified below to perform all the Work in relation to the Contract extension.

1.0 Extended Contract Period (From expiry of Contract Period 1 to 2 years later)

	TSPS Stream and Category	All-Inclusive Firm Per Diem Rate (In CAD \$)
2	Option Period 1: From expiry of Contract Period 1 to one	
	year later	
2a	3.3 Project Leader/Executive - Senior	
2b	3.2 Project Manager - Senior	
2c	2.8 Business Architect - Senior	

Solicitation No. - N° de l'invitation 47419-208904 Client Ref. No. - N° de réf. du client 1000348904 Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

File No. - N° du dossier

005zv CCC No./N° CCC - FMS No./N° VME

2.8 Business Architect - Intermediate	
2.6 Change Management Consultant – Senior	
2.6 Change Management Consultant – Intermediate	
2.5 Business Process Consultant – Senior	
2.5 Business Process Consultant – Intermediate	
2.5 Business Consultant – Senior	
2.5 Business Consultant – Intermediate	
2.5 Business Consultant – Junior	
	2.6 Change Management Consultant – Senior 2.6 Change Management Consultant – Intermediate 2.5 Business Process Consultant – Senior 2.5 Business Process Consultant – Intermediate 2.5 Business Consultant – Senior 2.5 Business Consultant – Intermediate

	TSPS Stream and Category	All-Inclusive Firm Per Diem Rate (In CAD \$)
3	Option Period 2: From expiry of Option Period 1 to one year later	
3a	3.3 Project Leader/Executive - Senior	
3b	3.2 Project Manager - Senior	
3c	2.8 Business Architect - Senior	
3d	2.8 Business Architect - Intermediate	
3e	2.6 Change Management Consultant – Senior	
3f	2.6 Change Management Consultant – Intermediate	
3g	2.5 Business Process Consultant – Senior	
3h	2.5 Business Process Consultant – Intermediate	
3i	2.5 Business Consultant – Senior	
3j	2.5 Business Consultant – Intermediate	
3k	2.5 Business Consultant – Junior	

Solicitation No. - N° de l'invitation 47419-208904 Client Ref. No. - N° de réf. du client 1000348904 Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur 005zv

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

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ANNEX C, SECURITY REQUIREMENTS CHECK LIST

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			s to Controlled Goods?					V	No	Т	Yes
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			ees require access to PROTECTE					ПП	No	17	Yes
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UNCLASSIFIED

Solicitation No. - N° de l'invitation 47419-208904 Client Ref. No. - N° de réf. du client 1000348904

Government Gouvernement du Canada

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

File No. - N° du dossier

005zv CCC No./N° CCC - FMS No./N° VME

COMMON-PS-SRCL#19 Contract Number / Numéro du contrat Security Classification / Classification de sécurité

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BART A C								
8. Will the sup Le fournissi If Yes, indic	inued) / PARTIE A (suite) plier require access to PROTECTED a sur aura-t-il acces à des renseignemer ate the level of sensitivity: native, indiquer le niveau de sensibilité	nts ou à des biens COMSEC di		CLASSIFIÉS?	✓ No Yes Non Oui			
Will the sup	plier require access to extremely sens aur aura-t-il accès à des renseignemer	itive INFOSEC information or a		rate?	✓ Non Yes			
	s) of material / Titre(s) abrégé(s) du ma Number / Numéro du document :	atériel :						
PART B - PEI	SONNEL (SUPPLIER) / PARTIE B -	PERSONNEL (FOURNISSEU	₹)					
10. a) Personr	iel security screening level required / h	viveau de contrôle de la sécurit	é du personnel requis					
1	RELIABILITY STATUS COTE DE FIABILITÉ	CONFIDENTIAL CONFIDENTIAL	✓ SECRET SECRET	TOP SEC				
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	Special comments: Commentaires spéciaux :							
	NOTE: If multiple levels of screening							
	REMARQUE : Si plusieurs niveaux o screened personnel be used for portion connel sans autorisation sécuritaire per	ns of the work?		tion de la sécurité doit êtr	e fourni. No Yes Non Oui			
If Yes, v	Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? If Yes, will unscreened personnel be escorted? Dans l'affirmative, le personnel en question sera-t-il escorté? V Non Qui							
	EGUARDS (SUPPLIER) / PARTIE C		N (FOURNISSEUR)					
INFORMATI	ON/ASSETS / RENSEIGNEMEN	TS / BIENS						
premise				*	No Yes			
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	supplier be required to safeguard COI sisseur sera-t-il tehu de protèger des n		OMSEC?		No Yes			
PRODUCTION	ON.							
occur at Les inst	production (manufacture, and/or repair a the supplier's site or premises? allations du foumisseur serviront-elles à ASSIFIÉ?				No Yes Non Oui			
INFORMATION	ON TECHNOLOGY (IT) MEDIA / SU	IPPORT RELATIF À LA TECHN	(OLOGIE DE L'INFORMAT	ION (TI)				
informat	supplier be required to use its (T system) ion or data? isseur sera-t-II tenu d'utiliser ses propre				No Yes Non Oui			
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Dispose	e be an electronic link between the supp ra-t-on d'un lien électronique entre le sy ementale?				No Yes Non Oui			
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UNCLASSIFIED

Canada

Solicitation No. - N° de l'invitation 47419-208904 Client Ref. No. - N° de réf. du client 1000348904 Amd. No. - N° de la modif.

File No. - N° du dossier

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COMMON-PS-SRCL#19

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Contract Number / Numéro du contrat Security Classification / Classification de sécurité UNCLASSIFIED

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For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises. Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur. For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions. Can be cas des utilisateurs qui remplissent le formulaire en ligne (par internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif. SUMMARY CHART / TABLEAU RÉCAPITULATIF Category Category Category PROTEGE CLASSIFIED CLASSIFIED CLASSIFIED COMPDENTIAL SECRET TRES NATO NATO NATO NATO NATO NATO NATO NATO NATO COMPDENTIAL SECRET TRES NATO SECRET TRES NATO NATO NATO NATO NATO NATO NATO SECRET TRES NATO NATO NATO NATO NATO NATO NATO SECRET TRES SECRET TRES NATO NATO NATO NATO NATO NATO NATO NATO SECRET TRES SECRET TRES NATO																	
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TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité UNCLASSIFIED

Canadä

Solicitation No. - N° de l'invitation 47419-208904 Client Ref. No. - N° de réf. du client 1000348904 Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

COMMON-PS-SRCL#19 Government Gouvernement of Canada du Canada

Contract Number / Numéro du contrat
 Security Classification / Classification de sécurité
UNCLASSIFIED
UNCUASSIFIED

PART D - AUTHORIZATION / PAR	TIE D - AUTORISATIO	N				
 Organization Project Authority / 0 				f management		4
Name (print) - Nom (en lettres moule		Title - Titre		Signature	116001	9
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Telephone No N° de téléphone	Facsimile No N° de	télécopieur	E-mail address - Adresse cou	miel	Date	20-dec 18
613-952-2933			susan. Chambers Och	15a-ASPC	gc-cq	10-0ec 11
14. Organization Security Authority	Responsable de la séc	curité de l'organ	isme		*	
Name (print) ; Nom (en lettres moule	es)	Title - Titre		Signature	21:2	/
Stephens lufon	Lune	Green	to Specialist.		414C	- :
Telephone No N° de téléphone	Facsimile No N° de	télécopieyr	E-mail address - Adresse cou	niel	Date	/
348 301 7776		Stock	rne lafortune acc	31418	4. ce. 7.	1.8018.
15. Are there additional instructions Des instructions supplémentaire	(e.g. Security Guide. S s (ρ. ex. Guide de sécu	ecurity Classific	ation Guige) attached?		s?	No Yes Non Oui
16. Procurement Officer / Agent d'ap	provisionnement					Digitally signed by 150 outs Probin
Name (print) - Nom (en lettres moule		Title - Titre		Signature	StLouis,	SN/ CN + Studes, Robin C + CA O + GC OU + PROSC TPSOC
					Robin	/Code 2008 12 24 08 22 11 40 00
Telephone No N° de téléphone	Facsimile No Nº do	télécopieur	E-mail address - Adresse co	urriel	Date	
17. Contracting Security Authority /	Autorilé contractante er	n matière de sè	curité	***************************************		
Name (print) - Nom (en lettres moul		Title - Titre		Signature		Digitally signed by Saurray, Incomes 0
				Saumur	, Jacques 0	Departy righted by Janetson, Judgman DN: c=CA, c=CC, corrPVIGC-IPIGC, towSacross, Judgmas 0 Date: 7017-07-07 13:38.11-05'00'
Telephone No Nº de téléphone	Facsimile No Nº di	e télécopleur	E-mail address - Adresse co	urriel	Date	
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Jacques Saumur Jacques Saumur
Contract Security Officer
Contracts Security Division|Division des contrats sécurité /
Contract Security Program|Programme de sécurité des contrats /
Public Services and Procurement Canada| Services publics et Approvisionnement Canada Jacques.Saurnur@lpsgc-pwgsc.gc.ca Tetephone | Téléphone 613-948-1732 Facsimile | Télécopieur 613-948-1712

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité UNCLASSIFIED

Canadä

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

ANNEX D, INSURANCE REQUIREMENTS

- 1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
- 2. The Commercial General Liability policy must include the following:
 - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
 - b. Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
 - c. Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
 - d. Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
 - e. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - f. Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - g. Employees and, if applicable, Volunteers must be included as Additional Insured.
 - h. Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
 - i. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
 - j. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
 - k. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
 - I. Litigation Rights: Pursuant to subsection 5(d) of the Department of Justice Act, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

Director Business Law Directorate, Quebec Regional Office (Ottawa), Department of Justice, 284 Wellington Street, Room SAT-6042, Ottawa, Ontario, K1A 0H8

For other provinces and territories, send to:

Senior General Counsel, Civil Litigation Section, Department of Justice 234 Wellington Street, East Tower Solicitation No. - N° de l'invitation 47419-208904 Client Ref. No. - N° de réf. du client 1000348904 Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Ottawa, Ontario K1A 0H8

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to codefend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

- 3. The Contractor must obtain Errors and Omissions Liability (a.k.a. Professional Liability) insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature but for not less than \$1,000,000 per loss and in the annual aggregate, inclusive of defence costs.
- 4.If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- 5. The following endorsement must be included:

Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.

Solicitation No. - N° de l'invitation 47419-208904 Client Ref. No. - N° de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

ANNEX E, TASK AUTHORIZATION FORM

Contract Number	At STEP 1 a, enter the PWGSC resulting contract number.					
Task Authorization (TA) Number	Instructions to the TA Authority: Enter the number here.					
Contractor's Name and Address	- 1					
Instructions to the TA Authority: Enter the name and addres	is nere.					
Total Estimated Cost of Task (Applicable Taxes extra	i) before any	\$ Instructions to the TA				
revisions:		Authority: Enter the amount here.				
TA Revisions Previously Authorized						
Instructions to the TA Authority: the information for the prevassigned revision numbers (the first revision must be identifiauthorized, enter \$0.00. Add rows, as needed						
TA Revision Number:Instructions to		or Decrease (Applicable Taxes extra)				
the TA Authority: Enter the number here, as applicable.		ctions to the TA Authority: Enter the amount				
TA Davisian Number	here, as applicable.	an Danasaa (Amaliankia Taura antus)				
TA Revision Number: Instructions to the TA Authority: Enter the number here, as applicable.		or Decrease (Applicable Taxes extra) ctions to the TA Authority: Enter the amount				
the 17 Audionty. Lines the number here, as approasie.	here, as applicable.	ctions to the 17 Authority. Enter the amount				
TA Revision Number: Instructions to		or Decrease (Applicable Taxes extra)				
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	here, as applicable.					
TA Revision Number:Instructions to	Authorized Increase or Decrease (Applicable Taxes extra) \$ Instructions to the TA Authority: Enter the amount					
the TA Authority: Enter the number here, as applicable.	ctions to the TA Authority: Enter the amount					
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TA Revision Number: Instructions to the TA Authority: Enter the number here, as applicable.		ctions to the TA Authority: Enter the amount				
the FA Authority. Enter the number here, as approache.	here, as applicable.	ctions to the TA Additionty. Enter the amount				
New TA Revision	, , , , ,					
Instructions to the TA Authority: the first revision must be in is authorized, enter \$0.00. TA Revision Number: Instructions to	Authorized Increase	or Decrease (Applicable Taxes extra)				
the TA Authority: Enter the number here, as applicable.	here, as applicable.	ctions to the TA Authority: Enter the amount				
Total Estimated Cost of Task (Applicable Taxes extra		Instructions to the TA Authority: Enter				
this revision:	, ————————————————————————————————————	re, as applicable.				
Contract Security Requirements (as applicable)		, , , , , , , , , , , , , , , , , , ,				
This task includes security requirements. At STEP 1 a)	: check the applicable boxe	rs.				
□ No						
Yes. Refer to the Security Requirements Checkli	ist (SRCL) annex of th	e Contract.				
Remarks: At STEP 1 a), 2a) or 3, enter the remarks, if any, or	enter : "N/A".					
Required Work						
Instructions to the TA Authority: The content of sections A, I the instructions for Section A, click on the hyperlink.	B, C and D below must be	e in accordance with the Contract. To view				

Solicitation No. - N° de l'invitation 47419-208904 Client Ref. No. - N° de réf. du client 1000348904 Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

SECTION A - Task Description of the Work Required Instructions for Section A SECTION B – Applicable Basis of Payment Instructions for Section B SECTION C - Cost Breakdown of Task Instructions for Section C SECTION D- Applicable Method of Payment Instructions for Section D Authorization - Authorization By signing this TA, the Project Authority or the PWGSC Contracting Authority or both, as applicable, certify (ies) that the content of this TA is in accordance with the Contract. En apposant sa signature sur cette AT, le chargé de projet ou l'autorité contractante de TPSGC ou, s'il y a lieu, les deux atteste(nt) que le contenu de cette AT respecte les conditions du contrat. Name of Project Authority - Nom du chargé de projet _____ Signature Date _____ Name of PWGSC Contracting Authority -Nom de l'autorité contractante de TPSGC ______ Signature _____ Date Contractor's Signature - Signature de l'entrepreneur Name and title of individual authorized to sign for the Contractor Nom et titre de la personne autorisée à signer au nom de l'entrepreneur Signature Date _____

ANNEX E, TASK AUTHORIZATION FORM

Contract Number	47419-208904/001/ZV						
Task Authorization (TA) Number	TA 06						
	Contractor's Name and Address						
ADRM TECHNOLOGY CONSULTING GROUP (CORP						
1052 St-Laurent Blvd, Unit #2							
Ottawa, Ontario							
K1K3B4 Canada							
Total Estimated Cost of Task (Applicable Taxes e	extra) before	\$106,542.05					
any revisions:							
TA Revisions Previously Authorized							
Instructions to the TA Authority: the information for the							
ascending order of assigned revision numbers (the first							
etc.). If no increase or decrease was authorized, enter \$6							
TA Revision Number:		rease or Decrease (Applicable Taxes					
	extra)						
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	extra)	、					
	\$	_					
TA Revision Number:		rease or Decrease (Applicable Taxes					
	extra)						
N. T. D	\$	_					
New TA Revision							
Instructions to the TA Authority: the first revision must or decrease is authorized, enter \$0.00.	be identified as No	. 1, the second as No. 2, etc. If no increase					
TA Revision Number:	Authorized Inc	rease or Decrease (Applicable Taxes					
	extra)	reace of Booreace (Applicable Faxes					
	\$						
Total Estimated Cost of Task (Applicable Taxes							
extra) after this revision:	\$						
Contract Security Requirements (as applicable	e)						
This task includes security requirements:							
□ No							
	klist (SRCL) in tl	ne contract.					
Remarks: Secret Clearance required.							

Required Work

SECTION A – Task Description of the Work Required

Background:

The CBSA is responsible for border management that contributes to the safety and security of Canada and facilitates the flow of persons and goods, thereby contributing to Canada's prosperity. The CBSA is faced with both increasing border volumes and increasing complexity in its operating environment. These external drivers require a shift in the Agency's operating model towards risk-based compliance and the use of emerging technology to expedite the flow of legitimate goods and people and more precisely identify higher risk transactions for greater scrutiny.

The Agency has a transformation vision and high-level strategy, along with several in-flight and recently approved projects that will begin to shift the Agency's operating model.

Objective

The objective of this TA is to provide business process consulting services to the Intelligence and Enforcement Branch's Project Delivery Division throughout the delivery of its major projects. The PDD is responsible for the planning, delivery and management of assigned projects, including the implementation of project management processes and controls and project development activities, such as business transformation and change management, through the design, development, and implementation phases of assigned projects. All work is expected to be in line with CBSA and Treasury Board Secretariat project management policies.

Resource requirements

In terms of this specific requirement, CBSA requires the services of:

Number	Resource Category
	Project Leader/Executive, Senior
	Project Manager, Senior
	Business Architect, Senior
	Business Architect, Intermediate
	Change Management Consultant, Senior
	Change Management Consultant, Intermediate
1	Business Process Consultant, Senior
	Business Process Consultant, Intermediate
	Business Consultant, Senior
	Business Consultant, Intermediate
	Business Consultant, Junior

Tasks

The Contractor must perform the following tasks:

- a) Review existing business processes, perform gap analyses, collect and analyze metrics, and designing and optimizing business processes to improve workflow;
- b) Document business processes and work flows (current and future state) in both written documents and diagrams;
- c) Gather, elicit and document business requirements and use cases in the appropriate CBSA templates, including through sessions with the client/users;
- d) Provide advice in defining new requirements and opportunities for applying efficient and effective solutions;
- e) Develop use cases and business rules, including through sessions with the client/users;
- f) Provide advice on and/or assist in implementing new processes;
- g) Identify the required modifications to the automated processes, and support user acceptance testing of the new processes;

- h) Use business, workflow and organizational tools;
- i) Conduct reviews and developing implementation strategies; and
- j) Develop training and information sessions and provide mentoring on business processes.

Deliverables and Associated Schedule:

Business process flows and gap analysis;	by the dates specified in the project schedule
Scope statements for project components;	by the dates specified in the project schedule
Business Requirements Documents, including use cases and business rules;	by the dates specified in the project schedule
Requirements Traceability Matrix;	by the dates specified in the project schedule
Status and Progress Reports; and	weekly basis
Knowledge transfer.	ongoing

Format of deliverables

- Meetings, working groups, committees, boards with the project team as well as internal and external stakeholders.
- Documents using various Microsoft suite applications (Visio, Powerpoint, Word, Excel, etc.) as well as emails via Outlook.
- Presentations for senior executives, including dashboards, presentations, and other formats as required. Includes verbal and written briefings.

Period of services

From: July 19, 2021 To: December 23, 2021

Work location

Contractor may be asked to work or attend meetings at CBSA offices at 100 Metcalfe Street, Ottawa, ON K1A 0L8, or any other CBSA location within the National Capital Region.

SECTION B – Applicable Basis of Payment

Refer to the Contract Annex B, Basis of Payment. TA is subject to a limitation of expenditure.

SECTION C – Cost Breakdown of Task

Requisition Number:	1000357868	Cost Centre:	3330-820-30
Purchase Order:	TBC	Fund:	2001
Outline Agreement:	474198904	WBS (if applicable):	C-00082-20-03

Category and Name of Resource	Firm Per Diem Rate	Estimated # of Days	Total Cost
Category: Business Process Consultant, Senior			\$94,285
Name: Matt Kassner			
Category:			
Name:			
Category:			
Name:			
Category:			
Name:			
	Subtotal Prof	essional Fees:	\$94,285
		HST:	\$12,257.05
		Total:	\$106,542.05

SECTION D – Applicable Method of Payment

For the Work specified in an authorized TA subject to a limitation of expenditures:

Canada will pay the Contractor on a monthly basis for work performed during the month covered by the invoice in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work performed has been accepted by Canada.

The Contractor accepts to be paid using any of the following Electronic Payment Instruments:

- d. a. Direct Deposit (Domestic and International); and
- e. b. Wire Transfer (International Only).

Refer to the Contract section 7.7 for invoicing instructions. Original and two copies to be sent to vendors-fournisseurs@cbsa-asfc.gc.ca.

Authorization - Authorization

By signing this TA, the Project Authority or the PSPC Contracting Authority or both, as applicable, certify(ies) that the content of this TA is in accordance with the Contract.

En apposant sa signature sur cette AT, le chargé de projet ou l'autorité contractante de SPAC ou, s'il y a lieu, les deux, atteste(nt) que le contenu de cette AT respecte les conditions du contrat.

Name of Pr Geneviève		– Nom du chargé de projet		
Signature	JOHNSON STEFANIE	Digitally signed by JOHNSON STEFANIE Date: 2021.07.06 09:57:46 -04'00'	Date	
Name of PS Robin St-Lo		ng Authority – Nom de l'auto	orité contractante de SPAC	
Signature			Date	
Name of Co	ontracting Auth	ority for CBSA – Nom de l'a	autorité contractante de l'ASFC	

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Nancy Cleroux	
Signature	Date
Contractor's Signature - Signature de l'e	ntrepreneur
Name and title of individual authorized to sign for the autorisée à signer au nom de l'entrepreneur	Contractor – Nom et titre de la personne
Signature	



A. General Information / Informations générales

Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

Contract Number / Numéro du contrat :	47060-197627/001				
Contractor Name / Nom du Contracteur :	Donna Cona				
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT) :	STOT No. N° de l'EDT :	Financial Coding Code financier :		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
2022007492	1000360960	1950 400 40		2021-06-29	2021-07-07
B. For Amendments Only / Aux fins de modifica	ation seulement				
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la modification	1:				
C. TA Requirements / Exigences relatives à l'A	<u>T</u>				
Required Resource(s) / Ressource(s) requise(s)					
Category and Le Catégorie et Niv		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)		Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Project Manager -	- Level 2	English		Secret	
Statement of Work (tasks, deliverables, reports, etc.) / É See attached / Voir pièce jointe	nonce des travaux (täches, livrables, rappo	rts, etc.)			
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :	July 19 2021	1	Initial End Date	/ Date de fin initiale :	July 19 2022
Extented End Date (See Reason for the Amendment) / [」 nodification):			
☐ Option To Extend Initial End Date / Option pour prol	longer la date de fin initiale				
Optional End Date(s) / Date(s) of	de fin optionnelle(s)		Status / Sta	atut	
			O In Effect / er	ı vigueur	
Travel Requirement(s) / Exigence(s) de voyage :	n/a				
Work Location(s) / Lieu(x) de travail :	Vanier Towers, 333 North River	Road	Ontario		
PART 2 (completed by the Contractor and/or the Technical/Project Authority) /	PARTIE 2 (complété par le Contracteur et/ou le Responsa	ble technique / Chargé du projet)			
Contractor Resource(s) and Estimated Cost / R Note: once approved, only the following resources may provide services under this TA. / N					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
Project Manager – Level	2				\$210,000.00
			Estimat	ed Cost / Coût estimatif	\$210,000.00
		Total Estimated Travel and Living Cos	st / Coût total estim	atif de voyage et de vie	\$0.00
				HST @ 13%	\$27,300.00
		To	tal Estimated Cos	t / Coût total estimatif	\$237,300.00
Check applicable Basis of Cocher la Base de Paieme		Maximum Price / Prix Maximum :	Х	Firm Price / Prix Ferme :	
					1 of 3

PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract The client's authorization limit is \$300,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC					
	En apposant sa signature sur l'AT, l'autorité technique, le représentant de la DAGBS de l'ASFC et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.				
Contracting Authority for authorization.		a valeur de l'AT et ses modifications l' doit être signée par le client autorisé et transmise à l'autorité			
	KOMERY	Digitally signed by KOMERY TAYLOR DN: C=ca, O=gc, OU=ccra-adrc, OU=PERSONNEL. CN=KOMERY TAYLOR + SERIALNUMBER=2017307140110281 Reason: I agree to specified parts of this document			
Jeff Carr	TAYLOR	Location: your signing location here Date: 2021-08-04 13:16:47 Foxit PhantomPDF Version: 10.0.1			
Name of Technical Authority / Nom de l'autorité technique Date	Name of Contracting Authority / Nom de l'autorité contraction	ctante Date			
CARR JEFFREY Digitally signed by CARR JEFFREY Date: 2021.06.29 14:05:10 -04'00'					
Signature	Signature				
Name of the representative from the SPMMD of CBSA / Nom d'un représentant de la DAGBS de l'ASFC	_				
Signature					
	TRACTEUR				
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CON					
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CON		2021-06-30			

ASFC - Divulgation en vertu de la loi sur l'Accès à l'informati

Project Manager Level 2

Tasks

Responsibilities include all of the following Baseline Tasks along with any combination of the following Additional Tasks, without limitation:

Baseline Tasks:

- 1. Manage Business Intelligence Reporting Support (BIRS) section BI application releases by ensuring that resources are made available and that the projects are completed within previously agreed time, cost and performance parameters.
- 2. Prepare plans, charts, tables and diagrams to assist in analyzing or displaying status and problems; work with a variety of project management tools, including MS Project Plan for work scheduling and management.
- 3. Maintain process improvement, communication and change management throughout the full lifecycle of project deliveries.

Additional Tasks could include but are not limited to:

- 1. Prepare work impact statements for new Projects in collaboration with required subject matter experts.
- 2. Define and document the objectives for the project.
- 3. Report progress of the project on an ongoing basis and at scheduled points in the life cycle.
- 4. Meets in conference with stakeholders and other project managers and states problems in a form capable of being solved.
- 5. Develop presentations and reports to communicate progress of projects within the assigned portfolio.
- 6. Attend all required meetings, proactively seek out status, issue information and identify mitigation strategies to enable on time delivery.
- 7. Provide written meeting minutes, action items and record of decisions from meetings where appropriate.

Deliverables

- 1. Create and maintain BIRS Project schedule for all planned 21/22 BI application releases, in MS Project. Include all staff assignments, dates, dependencies and percent complete.
- 2. Preliminary estimates for all BI releases with impact statements as required.
- 3. Coordinate the review and document feedback on Test Plans, including test data acquisition strategies, as required.
- 4. Prepare Progress and Status Reports including presentations
- 5. Risk and Issue tracking

Constraints

- 1. At no time and in no way is CBSA data to be removed from CBSA sites, nor will access to or from the contractor's IT systems through the use of a session or ling (e.g VPN) be permitted; and
- 2. The contractor must comply with CBSA internal security policies, directives, standards, and guidelines at all times during the contract.

Reporting Requirements

- 1. Timesheets are to be provided weekly or monthly depicting hours worked on a daily basis; and
- 2. It is the responsibility of the Contractor to facilitate and maintain regular communication with the Technical Authority. Status updates, verbal or written, may be requested by the Technical Authority over the course of the TA. Communication is defined as all reasonable effort to inform all parties of plans, decisions, proposed approaches, implementation, and results of work, to ensure that the project is progressing well and in accordance with expectations. Communication may include: phone calls; electronic mail; faxes; and meetings. In addition, the Contractor is to immediately notify the Technical Authority of any issues, problems or areas of concern in relation to any work completed under the TA, as they arise.

CBSA - Released under the Access to Information Act

Location of Work

- 1. CBSA regular working hours are Monday to Friday, between 7 a.m. to 6 p.m. Eastern Time (Standard Workday);
- 2. Work will be performed at the CBSA location at Vanier Towers, 333 River Road, Ottawa, ON; and
- 3. No travel outside of the National Capital Region (NCR) is anticipated.

Language of Work

The proposed resource will be required to perform the work in English. Every individual proposed in its bid must be English and must be able to communicate orally and in writing without any assistance and with minimal errors.

http://www.international.gc.ca/ifait-iaeci/test_levels-niveaux.aspx?lang=eng#b

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

PART 1 (completed by the Technical/Project Authority) / PARTIE 1	(complété par le Responsable technique / Chargé du projet)				
A General Information / Informations général	<u>es</u>				
Contract Number / Numéro du contrat :	47060-187626/001				
Contractor Name / Nom du Contracteur :	S.i. Consulting				
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT) :	STOT No. Nº de l'EDT :	Financial Coding Code financier :		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
2022007604	1000363768	1950 400 20		2021-07-19	2021-08-09
B. For Amendments Only / Aux fins de modifi	cation seulement				
Amendment No./N° de la modification:					
Reason for the Amendment / Raison pour la modification	n:				
C. TA Requirements / Exigences relatives à l'A	<u></u> <u>AT</u>				
Required Resource(s) / Ressource(s) requise(s)	_				
Estimated Level of Category and Level Effort (days) / Niveau Linguistic Profile / Profile Catégorie et Niveau d'effort estimatif linguistique (jours)		Required Level(s) of Security / Niveau(x) de sécurité requis			
IM Architect Level 3 English		Secret			
Statement of Work (tasks, deliverables, reports, etc.) / I	Énoncé des travaux (tâches, livrables, rap;	ports, etc.)			
See attached / Voir pièce jointe					
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :	01-Aug-2021	7	Initial End Date	e / Date de fin initiale :	02-Sep-2022
Extented End Date (See Reason for the Amendment) /	Date de fin prolongée (voir Raison pour la	modification):			
☐ Option To Extend Initial End Date / Option pour pro	longer la date de fin initiale				
Optional End Date(s) / Date(s)	de fin optionnelle(s)		Status / St	atut	
03-Sep-202	1		X In Effect / er	n vigueur	
03-Sep-202	2		X In Effect / er		
03-Sep-202	3		O In Effect / er		
Travel Requirement(s) / Exigence(s) de voyage:	n/a				
Work Location(s) / Lieu(x) de travail :	Vanier Towers, 333 North Rive	r Road	Ontario		
PART 2 (completed by the Contractor and/or the Technical Project Authority)	/ PARTIE 2 (complété par le Contracteur et/ou le Respo	onsable technique / Chargé du projet)			
Contractor Resource(s) and Estimated Cost / Note: once approved, only the following resources may provide services underthis TA	Ressource(s) du Contracteur et Co ./Nota: une fois approuvée, seules les ressources suivantes pe	<mark>ût total estimatif</mark> wertfournir des serviœssousla présente AT			
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
IM Architect Level 3					\$200,200.00
			Estimate	ed Cost / Coût estimatif	\$200,200.00
_		Total Estimated Travel and Living Cos	t / Coût total estim	atif de voyage et de vie	\$0.00
				Hst @ 13%	\$26,026.00

		Total Estimated Co	st / Coût total estimatif	\$226,226.00
Check applicable Basis of Payment / Cocher la Base de Paiement applicable :	Maximum Price / Prix Maximum:	Х	Firm Price / Prix Ferme:	
PART 3-TA APPROVAL BY CANADA / PARTIE 3-APPROBATION DEL	AT PAR LE CANADA			
By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract	En apposant sa signature sur l'AT, l'au contractante de TPSGC atteste(nt) qu			
The client's authorization limit is \$250,000. When the value of aTA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized dient and forwarded to the PWGSC Contracting Authority for authorization	La limite d'autorisation du client est \$\(\) (excluant les taxes applicables) dépas contractante de TPSGC pour autorisat	se cette limite, l'AT doit		
				Dit
Name of Technical Authority / Nom de l'autorité technique Date CARR JEFFREY Digitally s gned by CARR JEFFREY Date: 202 .07.1408:23:44-04'00'	Name of Contracting Authority / Nom o	e rautonte contactani	3	Date
Digitally signed by KOMERY TAYLOR DIN, C=ca, O=gc, OU=ccna-adrc, OU=PERSONNEL, CN=KOMER' TAYLOR + SERIALNUMBER=2017307140110281 Reason: lagree to specified parts of this document Location: your signing location here Date: 2021-08-05 09:20-44 Foxt PhantomPDF Version: 10.0.1	Signature			
Name of the representative from the SPMMD of CBSA / Date Nom d'un représentant de la DAGBS de l'ASFC	-			
Signature				
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CON	TRAC TEUR			
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur	Signature			Date

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

A. General Information / Informations générales					
Contract Number / Numéro du contrat :	47060-197627/002				
Contractor Name / Nom du Contracteur :	Adirondack				
Task Authorization (TA) No. N° de l'autorisation de tâches (AT) :	STOT No. Nº de l'EDT :	Financial Coding Code financier :		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
2022007517	1000363133	1950 400 10		2021-07-19	2021-07-23
B. For Amendments Only / Aux fins de modificat	ion seulement				
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la modification :					
C. TA Requirements / Exigences relatives à l'AT					
Required Resource(s) / Ressource(s) requise(s)					
Category and Lev Catégorie et Nivea		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)		: Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Project Manager Lo	evel 2	English		Secret	
See attached / Voir pièce jointe Period of Services / Période de service:		1			
Initial Start Date / Date de début initiale :	09-Aug-2021		Initial End Date	/ Date de fin initiale :	09-Aug-2022
Extented End Date (See Reason for the Amendment) / Da		odification).			
Option To Extend Initial End Date / Option pour prolor Optional End Date(s) / Date(s) de			Status / St	atut	
Optional End Date(s) / Date(s) de	iii optiorinelle(s)				
			O In Effect / er	n vigueur	
Travel Requirement(s) / Exigence(s) de voyage :	n/a				
Work Location(s) / Lieu(x) de travail :	Vanier Towers, 333 North River	Road	Ontario		
PART 2 (completed by the Contractor and/or the Technical/Project Authority) / Pa	ARTIE 2 (complété par le Contracteur et/ou le Responsab	le technique / Chargé du projet)			
Contractor Resource(s) and Estimated Cost / Re. Note: once approved, only the following resources may provide services under this TA. / Nota					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
Project Manager Level 2					\$218,400.00
			Estimat	ted Cost / Coût estimatif	\$218,400.00
		Total Estimated Travel and Living Cos	st / Coût total estim	natif de voyage et de vie	\$0.00
				HST @ 13%	\$28,392.00
		То	tal Estimated Cos	st / Coût total estimatif	\$246,792.00
					1 of

Check applicable Basis of Payment /	Maximum Price /	Х	Firm Price /	
Cocher la Base de Paiement applicable :	Prix Maximum :		Prix Ferme :	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'A	T PAR LE CANADA			
By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.	En apposant sa signature sur l'AT, l'autor contractante de TPSGC atteste(nt) que le			
The client's authorization limit is \$300,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du client est \$300 (excluant les taxes applicables) dépasse contractante de TPSGC pour autorisation	cette limite, l'AT doit être		
Jeff Carr				
Name of Technical Authority / Nom de l'autorité technique Date	Name of Contracting Authority / Nom de I	l'autorité contractante		Date
CARR JEFFREY Digitally signed by CARR JEFFREY Date: 2021.07.14 08:28:33 -04'00'				
Signature Digitally signed by KOMERY TAYLOR DIV. C=a, O=gc, OU=cora-adrc, OU=PERSONNEL, CN=KOMER TAYLOR + SERIALNUMBER=2017307140110281 Reason: lagree to specified parts of this document Location, your signing location here Date: 2021-08-04 14:23-43 Foxt (Phathomp DF version: 10.0.1)	Signature Y			-
Name of the representative from the SPMMD of CBSA / Date Nom d'un représentant de la DAGBS de l'ASFC	-			
Signature				
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONT	RACTEUR			
				July 14, 2021
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur	Signature			Date

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 purpose by the Norward of Autory / PARTIE 1 purpose per to Republic to State to the

and the second s	and the second s				
A General Information / Informations généra	ales				
Contract Number / Numéro du contrat :	47060-187626/002				
Contractor Name / Nom du Contracteur ;	TPG Consulting				
Task Authorization (TA) No. N° de l'autorisation de tâches (AT);	STOT No. Nº de l'EDT :	Financial Coding Code financier		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
2022007878	1000363745	1930 200 50		2021-07-19	2021-08-09
B. For Amendments Only / Aux fins de modif	ication seulement				
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la modification					
reason to the reticulation / reason pour la modelleum	l •				
C. TA Requirements / Exigences relatives à I	'AT				
Required Resource(s) / Ressource(s) requise(s)					
		Estimated Level of			Required Level(s) of
Category and Lev Catégorie et Nive		Effort (days) / Niveau d'effort estimatif	Linguistic Profile / Profile linguistique		Security / Niveau(x) de sécurité
	***	(jours)			requis
IM Architect Lev	ol 2		Fratish		
in Aldined Level 3			English		Secret
See attached / Voir pièce j ointe Period of Services / Période de service: Initial Start Date / Date de début initiale: Extented End Date (See Reason for the Amendment) / I	03-Sep-2021 Date de fin protongée (voir Raison pour la	<u>j</u>	Initial End Date	/ Date de fin initiale	31-Mar-2022
Option To Extend Initial End Date / Option pour prok					
Optional End Date(s) / Date(s) d			Status / St	epry .	
03-Sep-202			X In Effect / e		
03-Sep-202	2		X In Effect / e	n vigueur	
03-Sep-202	3		O in Effect / er	n vigueur	
Travel Requirement(s) / Exigence(s) de voyage :	In/a				
Work Location(s) / Lieu(x) de traveil	Vanier Towers, 333 North Rive	er Road	Ontario		***************************************
PART 2 pumping to be the Controller and the Secretary at Automy /	PARTIE 2	consists technique. Charge du project			
Contractor Resource(s) and Estimated Cost	/ Ressource(s) du Contracteure(Coût total estimatif			
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) /Niveau d'effort estimatif (jours)	Total Estimated Cost Coût total estimatif
IM Architect Level :				(Insta)	\$108,500.0
			Estimete	ed Cost / Coût estimatit	\$108,500.0
		Total Estimated Travel and Living Cos	st /Coût total estima	stif de voyage et de vie	\$0.0
					Vu.1

\$14,105.00

Hst @ 13%

	To	tal Estimated Cost / Co	ût total estimatif	\$122,605.0
Check applicable Basis of Payment / Cocher la Base de Palement applicable :	Maximum Price / Prix Maximum ⊹		Firm Price /. Prix Ferme :	
ART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE	L'AT PAR LE CANADA			
rsigning this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC ontracting Authority certifyees) that the content of this TA is in accordance with the conditions of the Contrac	En apposant sa signature sur lAT, l'auto t contractante de TPSGC atteste(nt) que le (ilé technique, le représentant ⊛ntenu de cette AT est confo	de la DAGB⊚de l'ASFC i me aux condi⊛ns du co	efoul'autorité nitat
ne client's authorization first is \$250,000. When the value of a TA and its amendments (excluding Applicable taxs) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC entracting Authority for authorization	La limite d'autossation du clentest 379 excluent les taxes applicables) dépas se contractante de TPSGC pour autorisation	cette limite, l'AT doitêtre sign		t Iransmise à lautorité
Jeff Carr				
wife of Technical Authority/ Nomide l'autorité lechrique Digitality signed by CARR	Name of ContractingAuthority/Nomide (autorité contractante	Date	3
CARR JEFFREY JEFFREY Date: 2021.07.19 07:54:18 -04'00'				
gnature	Signature			
Digitally signed by KOMERY TAYLOR ON. C=a, O=gc, OU=cora-adro, OU=PERSONNEL, CN=KOMERY TAYLOR + SERIALINUMBER*=20173071490110281 Reason: lagree to specified parts of this document Location: your signing location here Date: 2021-08-10 11:20:12 Foot PhantomPDF Version: 10.0.1				
ime of the representative from the SPAMD of CSSA / Date on dun représentant de la DAGBS de PASEC	•			
gnature				
ART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CO	\1\T\4\T\1\			

Signature

Name and Title of individual authorized to sign on behalf of the Contractor / Nom ettitre Signature de la personne autorisée à signerau nom de l'entrepreneur July 20, 2021

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (completé par le Responsable technique / Chargé du projet) A. General Information / Informations générales 47060-187626/001 Contract Number / Numéro du contrat : S.i. Consulting Contractor Name / Nom du Contracteur : Response required by Financial Coding Task Authorization (TA) No. STOT No. Date of Issuance Réponse requise Nº de l'autorisation de tâches (AT) : Nº de l'EDT : Code financier Date d'émission d'ici le : 1000363749 1950 400 50 2021-07-19 2021-08-09 2022007884 B. For Amendments Only / Aux fins de modification seulement Amendment No. / No de la modification : Reason for the Amendment / Raison pour la modification : C. TA Requirements / Exigences relatives à l'AT Required Resource(s) / Ressource(s) requise(s) Estimated Level of Required Level(s) of Category and Level Effort (days) / Niveau Linguistic Profile / Profile Security / Catégorie et Niveau linguistique Niveau(x) de sécurité d'effort estimatif (jours) requis English **ERP Functional Analyst Level 3** Secret Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.) See attached / Voir pièce jointe Period of Services / Période de service: Initial Start Date / Date de début initiale : 03-Sep-2021 Initial End Date / Date de fin initiale 02-Sep-2022 Extented End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification): Option To Extend Initial End Date / Option pour prolonger la date de fin initiale Optional End Date(s) / Date(s) de fin optionnelle(s) Status / Statut 03-Sep-2021 X In Effect / en vigueur 03-Sep-2022 X In Effect / en vigueur 03-Sep-2023 O In Effect / en vigueur Travel Requirement(s) / Exigence(s) de voyage : Work Location(s) / Lieu(x) de travail Vanier Towers, 333 North River Road Ontario PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet) Contractor Resource(s) and Estimated Cost / Ressource(s) du Contracteur et Coût total estimatif Estimated Level of Name / Nom PWGSC Security File No. / Nº du Per Diem Rate Effort (days) / Niveau Total Estimated Cost / Linguistic Profile / Profil linguistique Category and Level / Catégorie et Niveau dossier de sécurité TPSGC Taux journalier d'effort estimatif Coût total estimatif (jours) **ERP Level 3** \$172,560.00 Estimated Cost / Coût estimatif \$172,560.00 Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie \$0.00

\$22,432.80

Hst @ 13%

	-	Total Estimated Co	st / Coût total estimatif	\$194,992.80
Check applicable Basis of Payment / Cocher la Base de Paiement applicable :	Maximum Price / Prix Maximum :	Х	Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'	AT PAR LE CANADA			
By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract	En apposant sa signature sur l'AT, l'auto contractante de TPSGC atteste(nt) que			
The client's authorization limit is \$250,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du client est \$25 (excluant les taxes applicables) dépass contractante de TPSGC pour autorisati	e cette limite, l'AT doit e		
Jeff Carr				
Name of Technical Authority / Nom de l'autorité technique Date Digitally signed by CARR	Name of Contracting Authority / Nom de	e l'autorité contractante		Date
CARR JEFFREY Date: 2021.08.10 11:03:40				
Signature Digitally signed by KOMERY TAYLOR DN: C=ca, O=gc, OU=ccra-adrc, OU=PERSONNEL,	Signature			
TAYLOR CN=KOMERY TAYLOR + SERIALNUMBER=20173071401102 Reason: I agree to specified parts of this document Location: your signing location here Date: 2021-08-10 13:34:53 Foxit PhantomPDF Version: 10.0.1	81			
Name of the representative from the SPMMD of CBSA / Date Nom d'un représentant de la DAGBS de l'ASFC	-			
Signature				
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CON	TRACTEUR			

Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur	Signature			Date



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 goomphreed by the Technical Project Authority / PARTIE 1 too	mpikisi par la Responsabis technique (Chargii du projet)					
A. General information / Informations générale	L					
Contract Number / Numéro du contrat	47060-187626/002					
Contractor Name / Nom du Contracteur	TPG Consulting					
Task Authorization (TA) No. N° de l'autorisation de tâches (AT)	STOT No. N° de l'EDT	Financial Coding Code financier			Response required by Réponse requise d'ici le	
2022007886	1000363746	1950 400 50		2021-07-19	2021-08-09	
B. For Amendments Only / Aux fins de modific	ation seulement			•		
Amendment No. / Nº de la modification						
Reason for the Amendment / Raison pour la modification						
C. TA Requirements / Exigences relatives à l'A	Ţ					
Category and Lev Catégorie et Nive		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique		Required Level(s) of Security / Niveau(x) de sécurité requis	
ERP Functional Analy	st Level 3	English		English		
Statement of Work (tasks, deliverables, reports, etc.) / Én	oncé des travaux (tâches, livrables, rappo	vis, etc.)				
See attached / Voir pièce jointe						
Period of Services / Période de service:						
initial Start Date / Date de début initiale Extented End Date (See Reason for the Amendment) / Da	03-Sep-2021 ate de fin prolongée (voir Raison pour la m	J.	Initial End Date	/ Date de fin initiale :	02-Sep-2022	
Option To Extend Initial End Date / Option pour prok	onger la date de fin initiale				****	
Optional End Date(s) / Date(s) de	fin optionnelle(s)		Status / St	atut		
03-Sep-2021		X in Effect / en vigueur				
03-Sep-2022	?	X in Effect / en vigueur				
03-Sep-2023	3	○ In Effect / en vigueur				
Touris Doggierantis / Friendscale de un ann	Īn/a					
Travel Requirement(s) / Exigence(s) de voyage :	Vanier Towers, 333 North River	Rnad	Ontario			
PART 2 scorephoned bythe Contractor and/or the Technical Project Authority / PA						
Contractor Resource(s) and Estimated Cost //	Ressource(s) du Contracteur et C	<u>Oút total estimatif</u> es services sous la présente AT				
Name / Nom Category and Leve⊬/ Catégorie et Niveau	PWGSC Security File No. / N° du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost Coût total estimatif	
ERP Level 3				A	\$171,600.0	
			Estimat	ed Cost / Coût estimatif	\$171,600.0	
		Total Estimated Travel and Living Cos	st / Cod# total estim	atif de voyage et de vie	\$0.00	

\$22,308.00

Hst @ 13%

	1	otal Estimated Cost	/ Coût total estimatif	\$193,908.00
Check applicable Basis of Payment / Cocher la Base de Paiement applicable	Maximum Price / Prix Maximum :	[X]	Firm Price / Prix Ferme	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'A	AT PAR LE CANADA			
By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract	En apposant sa signature sur FAT l'auto contractante de TPSGC atteste(nt) que	rité technique, le représe a contenu de cette AT e	entant de la DAGBS de l'ASFÇ si conforme aux conditions du	eVou (sutorité contrat
The client's authorization limit is 3250 000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du client est \$755 (excluant les taxes applicables) dépasse contractante de TPSGC pour autorisation	cette limite, l'AT doit être		il transmise à faulorité
Jeff Carr				
Name of Technical Authority / Nom de l'autorité technique Date	Name of Contracting Authority / Nom de	l'autorité contractante	Dal	ie .
CARR JEFFREY Digitally signed by CARR JEFFREY Date: 2021.07.20 11:13:54-04'00'				
Signature Digitally signed by KOMERY TAYLOR	Signature			
KOMERY DN. C=ca, O=go, OU=cora-adr, OU=PERSONNEL, CN=KOMERY TAYLOR + SERIALNUMBER=2017307140110281 Reason: I agree to specified parts of this document				
TAYLOR Location: your signing location here Date: 2021-08-10 13:13:24 Foxit Phantom PD F Version: 10.0.1				
Name of the representative from the SPMMD of CBSA / Date Nom d'un représentant de la DAGBS de l'ASFC				
Signature				
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONT	RACTEUR			

Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur July20/21

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (completé par le Responsable technique / Chargé du projet)

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

A. General Information / Informations générales 47060-187626/001 Contract Number / Numéro du contrat : S.i. Consulting Contractor Name / Nom du Contracteur : Response required by Financial Coding Task Authorization (TA) No. STOT No. Date of Issuance Réponse requise Nº de l'autorisation de tâches (AT) : Nº de l'EDT : Code financier Date d'émission d'ici le : 2022008089 1000365118 1950 400 10 2021-07-19 2021-08-09 B. For Amendments Only / Aux fins de modification seulement Amendment No. / No de la modification : Reason for the Amendment / Raison pour la modification : C. TA Requirements / Exigences relatives à l'AT Required Resource(s) / Ressource(s) requise(s) Estimated Level of Required Level(s) of Category and Level Effort (days) / Niveau Linguistic Profile / Profile Security / Catégorie et Niveau linguistique Niveau(x) de sécurité d'effort estimatif (jours) requis English Project Manager Level 3 Secret Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.) See attached / Voir pièce jointe Period of Services / Période de service: Initial Start Date / Date de début initiale : 03-Sep-2021 Initial End Date / Date de fin initiale 02-Sep-2022 Extented End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification): Option To Extend Initial End Date / Option pour prolonger la date de fin initiale Optional End Date(s) / Date(s) de fin optionnelle(s) Status / Statut 03-Sep-2021 X In Effect / en vigueur 03-Sep-2022 X In Effect / en vigueur 03-Sep-2023 O In Effect / en vigueur Travel Requirement(s) / Exigence(s) de voyage : Work Location(s) / Lieu(x) de travail Vanier Towers, 333 North River Road Ontario PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet) Contractor Resource(s) and Estimated Cost / Ressource(s) du Contracteur et Coût total estimatif Estimated Level of Name / Nom PWGSC Security File No. / Nº du Per Diem Rate Effort (days) / Niveau Total Estimated Cost / Linguistic Profile / Profil linguistique Category and Level / Catégorie et Niveau dossier de sécurité TPSGC Taux journalier d'effort estimatif Coût total estimatif (jours) PM Level 3 \$175,680.00 Estimated Cost / Coût estimatif \$175,680.00 Total Estimated Travel and Living Cost / Coût total estimatif de voyage et de vie \$0.00 Hst @ 13% \$22,838,40

	7	Total Estimated C	ost / Coût total estimatif	\$198,518.40
Check applicable Basis of Payment / Cocher la Base de Paiement applicable :	Maximum Price / Prix Maximum :	X	Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE I	L'AT PAR LE CANADA			
By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contrac	En apposant sa signature sur l'AT, l'auto contractante de TPSGC atteste(nt) que			
The client's authorization limit is \$250,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du client est \$25 (excluant les taxes applicables) dépass contractante de TPSGC pour autorisati	e cette limite, l'AT doit		et transmise à l'autorité
Jeff Carr	SAVAF Name of Contracting Authority / Nom de	RIA	Digitally sigr SAVARIA NA	•
Name of Technical Authority / Nom de l'autorité technique Date	_		-	
CARR JEFFREY Digitally signed by CARR JEFFREY Date: 2021.08.12 08:19:19 - 04'00'	NANC'	Υ	Date: 2021.0 11:00:51 -04'	
Signature	Signature	()		00
Name of the representative from the SPMMD of CBSA / Date Nom d'un représentant de la DAGBS de l'ASFC	_			
OTOOLE TAMMY Biglish yeare by OTOOLE TAMMY BIRGUIL NORTH COLL TAMMY - OTOOLE TAMMY + OTOOLE TA				
Signature				
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CO	NTRACTEUR			
Name and Title of individual authorized to sign on behalf of the Contractor /	- Signature		Da	ate

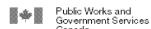


Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur

FC	TASK AUTHO RMULAIRE D'AUT	RIZATION FORM ORISATION DE TÂ	CHES			
PART 1 (companied by the Technical Project Authority / PARTIE 1 as	apolité par la Piesponsable lacterique / Charge du projet)					
A. General Information / Informations générales						
Contract Number / Numéro du contrat :	47060-187626/001					
Contractor Name / Nom du Contracteur :	SI Systems				Response required by	
Task Authorization (TA) No. N° de l'autorisation de tâches (AT) :	STOT No. N° de l'EDT :	Financial Coding Code financier :		Date of Issuance Date d'émission :	Réponse requise d'ici le :	
2022008137	1000363953	1950 400 30		2021-07-12	2021-07-16	
B. For Amendments Only / Aux fins de modificat Amendment No. / Nº de la modification : Reason for the Amendment / Raison pour la modification :	ion seulement					
C. TA Requirements / Exigences relatives à l'AT Required Resource(s) / Ressource(s) requise(s)						
Category and Lev Categorie et Nivea		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)		Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis	
Project Manager L	evel 3		E	inglish	Secret	
Statement of Work (tasks, deliverables, reports, etc.) / Énc See attached / Voir pièce jointe	nncé des travaux (tâches, livrables, rappo	rts, etc.)				
Period of Services / Période de service: Initial Start Date / Date de début initiale : Extented End Date (See Reason for the Amendment) / Dat] lodification):	Initial End Date	/ Date de fin initiale :	03-Sep-2022	
Option To Extend Initial End Date / Option pour proto Optional End Date(s) / Date(s) de			Status / Sta	atut		
03-Sep-2021	opnominatory	X In Effect / en vigueur				
03-Sep-2022			X In Effect / er			
03-Sep-2023			O In Effect / er			
Travel Requirement(s) / Exigence(s) de voyage : Work Location(s) / Lieu(x) de travail :	n/a Vanier Towers, 333 North River	Dood	Ontario			
PART 2 (completed by the Combactor endoc the Technical Project Authority) / Pa			Ontano			
Contractor Resource(s) and Estimated Cost / Re Note: once approved, only the following resources may pro	ssource(s) du Contracteur et Coû vide services under this TA. / Nota : une	t total estimatif fois approuvée, seules les ressources s	suivantes peuvent f	ournir des services sou	s la présente AT	
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif	
Project Manager - Level 3		_	•		\$175,680.00	
				ed Cost / Coût estimatif	\$175,680.00	
		Total Estimated Travel and Living Cos	st / Cout total estin		\$0.00	
		7-1	I Fatimated Con	HST@13%	\$22,838.40	
Check applicable Basis of	Payment /	Maximum Price /		Firm Price /	\$198,518.40	
Cocher la Base de Paiement	applicable :	Prix Maximum :	х	Prix Ferme :		
PART 3 - TA APPROVAL BY CANADA / PA						
By signing this T-A, the Technical Authority, the expressible for Contracting Authority entities (1) and the significant of this T-A is in a The client's authorization limit is \$100.000. When the value of a T- trace) is in excess for this limit, the T-A must be signed by the auth- Contracting Authority for authorization. Jeff Carr	cordance with the conditions of the Contract.	En apposant as signature sur IFAT, flustrotte contractante of TRSQC attestich(f) quie le contractante dir TRSQC attestich(f) quie le contractante direction du client est 35% of (exclusint les taxes applicables) dépasse ce contractante de TRSQC pour autorisation,	ontenu de cette AT e ::	st conforme aux conditions de l'AT et ses modification	du contrat.	
•	Date	Name of Contracting Authority / Nom de l'au	utorité contractante		Date	
CARR JEFFREY Digitally signe Date: 2021.07.	d by CARR JEFFREY 14 08:29:02 -04'00'					
Signature KOMERY TAYLOR reserving to the specific control of the specific con	od by KOMERY TAYLOR 100, OUI-score and Columer SCONNEL, CN-MCOMERY RRIALNUMBER-0017307140110031 re to specified parts of this document rispring location here 11 103-0505 10 103-0505 Cotte Cotte Cotte Cotte	Signature			-	
Nom d'un représentant de la DAGBS de l'ASFC						
Signature						
PART 4 - CONTRACTOR SIGNATURE / PA	RTIE 4 - SIGNATURE DIL COM	TRACTEUR				

Signature

1 of 1



A. General Information / Informations générales

Public Works and Government Services Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (compléted by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

Contract Number / Numero du contrat :	4/060-19/62//001				
Contractor Name / Nom du Contracteur :	Donna Cona				
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT) :	STOT No. N° de l'EDT :	Financial Coding Code financier :		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
2022008155	1000363770	1950 400 30		2021-07-19	2021-07-23
B. For Amendments Only / Aux fins de modificat	ion seulement	-			
Amendment No. / № de la modification :					
Reason for the Amendment / Raison pour la modification :					
C. TA Requirements / Exigences relatives à l'AT					
Required Resource(s) / Ressource(s) requise(s)					
Category and Lev Catégorie et Nivea		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)		Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Business Analyst Data Analyst Data C	Quality Analyst - Level 2		English		Secret
Statement of Work (tasks, deliverables, reports, etc.) / Énd	oncé des travaux (tâches, livrables, rappo	orts, etc.)			
Period of Services / Période de service:		_			
Initial Start Date / Date de début initiale :	02-Aug-2021		Initial End Date	/ Date de fin initiale :	02-Aug-2022
Extented End Date (See Reason for the Amendment) / Da	ite de fin prolongée (voir Raison pour la n	nodification):			
Option To Extend Initial End Date / Option pour prolo					
Optional End Date(s) / Date(s) de	fin optionnelle(s)		Status / Sta	atut ———————————————————————————————————	
			O In Effect / er	n vigueur	
Travel Requirement(s) / Exigence(s) de voyage :	n/a				
Work Location(s) / Lieu(x) de travail :	Vanier Towers, 333 North River	Road	Ontario		
PART 2 (completed by the Contractor and/or the Technical/Project Authority) / Pa	ARTIE 2 (complété par le Contracteur et/ou le Responsa	ble technique / Chargé du projet)			
Contractor Resource(s) and Estimated Cost / Re Note once approved, only the following resources may provide services under this TA / Nota					
			Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
Note: once approved, only the following resources may provide services under this TA. / Nota Name / Nom	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	umir des services sous la présente AT		Effort (days) / Niveau d'effort estimatif	Coût total estimatif
Note: once approved, only the following resources may provide services under this TA. / Nota Name / Nom Category and Level / Catégorie et Niveau /Business Analyst (Data	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	umir des services sous la présente AT	Taux journalier	Effort (days) / Niveau d'effort estimatif	Coût total estimatif
Note: once approved, only the following resources may provide services under this TA. / Nota Name / Nom Category and Level / Catégorie et Niveau /Business Analyst (Data	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	umir des services sous la présente AT	Taux journalier	Effort (days) / Niveau d'effort estimatif (jours)	\$230,400.00
Note: once approved, only the following resources may provide services under this TA. / Nota Name / Nom Category and Level / Catégorie et Niveau /Business Analyst (Data	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	umir des services sous la présente AT Linguistic Profile / Profil linguistique	Taux journalier	Effort (days) / Niveau d'effort estimatif (jours)	
Note: once approved, only the following resources may provide services under this TA. / Nota Name / Nom Category and Level / Catégorie et Niveau /Business Analyst (Data	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique Total Estimated Travel and Living Cos	Taux journalier Estimat	Effort (days) / Niveau d'effort estimatif (jours) Led Cost / Coût estimatif atif de voyage et de vie	\$230,400.00 \$230,400.00 \$230,400.00

Check applicable Basis of Payment / Cocher la Base de Paiement applicable :	Maximum Price / Prix Maximum :	Х	Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'A	T PAR LE CANADA			
y signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.	En apposant sa signature sur l'AT, l'autor contractante de TPSGC atteste(nt) que le			
he client's authorization limit is \$300,000. When the value of a TA and its amendments (excluding Applicable axes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC contracting Authority for authorization.	La limite d'autorisation du client est \$300 (excluant les taxes applicables) dépasse contractante de TPSGC pour autorisation	cette limite, l'AT doit être		
Jeff Carr				
CARR JEFFREY Digitally signed by CARR JEFFREY Date: 2021.07.15 13:12:12-04'00'	Name of Contracting Authority / Nom de l	'autorité contractante		Date
Digitally signed by KOMERY TAYLOR Digitally signed by KOMERY TAYLOR ON: C=ca, O=gc, OU=cora-adrc, OU=PERSONNEL, ON=KOMERY TAYLOR - SERIALNUMBERZ=2017307140110281 Reason: I agree to specified parts of this document Location: your signing location here Date: 2021-08-11 09:37:23 Foxit PhantomPDF Version: 10.0.1	Signature			
lame of the representative from the SPMMD of CBSA / Date lom d'un représentant de la DAGBS de l'ASFC	-			
ignature				
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONT	RACTEUR			
			2021-07-	 -15
lame and Title of individual authorized to sign on behalf of the Contractor / lom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur				Date

	TASK AUTHOR	IZATION	
	(TA) FOR	RM	
Contractor:	GCstrategies	Contract Number:	47419- 202719/001/EL
Commitment: #	1000364678	Financial Coding:	190810070, 2001, 30700
Task Number (Amendment):	2022008185	Issue Date:	Response Require By:

Statement of Work (Work Activities, Certifications and Deliverables):

Canada Border Services Agency (CBSA) is responsible for providing integrated services supporting national security and public safety priorities while facilitating the free flow of people and goods. CBSA manages this priority through its design, development, implementation and ongoing support of Information Management (IM)/Information Technology (IT) tools and systems at the Agency, while maintaining the integrity and availability of all technology infrastructures and applications.

Information, Science and Technology Branch (ISTB) provides technology leadership of corporate business applications and IT programs at CBSA.

ISTB provides delivery of technology products, applications and services to meet business needs while investing in modern IT infrastructure to maintain, build on and innovate current and future IM/IT Agency initiatives.

The Border Technology Innovation Directorate (BTID) is responsible for the development, production support and maintenance of critical business systems and emerging technologies. These systems include, but are not limited to, critical systems and applications that serve as common components for internal and external stakeholders. As well, BTID is accountable for the design, development and delivery of enterprise and corporate IM/IT solutions in support of CBSA's mandate.

As a result of the COVID 19 pandemic CBSA is looking to engage three (3) mobile developers (2 iOS and 1 Android) to help further elevate ArriveCan, a web platform and mobile application, to continue its adherence to Accessibility for all Canadians.

The focus area of this TA will be to make the new ArriveCan web and mobile applications features Accessible to a Web Content Accessibility Guidelines (WCAG) 2.1 level of AAA.

The CBSA requires a variety of IM/IT professional resource services to support changes to the operational environment to better respond to the needs of the public, public safety and employee safety within the current Covid-19 era - our new norm.

Overview

During the Access Audit project, GCstrategies will gather the data necessary to evaluate the accessibility and compliance level of CBSA's COViD 19 Web and Mobile application ArriveCan since the new features and functionality has been developed. GCstrategies mobile developers will test against WCAG 2.0. Activities in this project will focus on (i) identifying the overall compliance of CBSA's web systems with key digital accessibility requirements, (ii) analyzing the structure and assets on each system, and (iii) understanding system and page use and risk profiles.

Tasks

The Contractor(s) must provide support for IM/IT professional services for these deliverables. Each validly issued Task Authorization will outline the type of resource(s), the Work and tasks to be completed and the location of the Work, whether in the NCA or remotely.

TASK AUTHORIZATION

(TA) FORM

Tasks include, but not be limited to the following:

- Supply CBSA a demo instance of Access Analytics to continuously track issues and remediation progress
- Identify the overall compliance of CBSA's digital property with key digital accessibility requirements, while analyzing the structure and assets across testing sprints
- Collaborate with CBSA to jointly identify, select, and prioritize modules (templates) as well as functional testing of
 use cases (key workflows) for concentrated testing efforts
- Provide on-demand expert support for accessibility efforts via consulting hours
- Ad-hoc Accessibility Consulting and Testing Support.
- Perform accessibility testing, answer technical questions related to accessibility implementation requirements (e.g., the ADA, Section 508, CVAA, and the WCAG) and address other common accessibility requests.
- Gather data necessary to evaluate the accessibility and compliance level of CBSA's ArriveCan iOS and Android mobile application.
- Identify specific definitions of the projected level of compliance of the system against specific statutory or policy requirements.
- Conduct Design Workshops with stakeholders will include problem framing and validation for the project objectives, key results, commitments, resources and risks.
- Work with Angular and Mobile SME's to make necessary changes to UI/ UX and backend
- Integrate with Web teams to provide assistance, architectural review and Quality Assurance.
- Design and refine screens for the mobile application
- Design and refine screens for the desktop application
- Run user testing sessions to gather feedback
- Build out multiple approaches to solve the problems
- Generate and validate the results for each approach
- Write test plans for testable components
- Write test scripts for individual pieces of functionality
- Advise on automated testing procedures
- Develop and upgrade iOS and Android applications based on iOS and Android accessibility platform frameworks, methodologies and API's
- Perform mobile architectural modeling to ensure consistency of the design with existing work
- Ensure iOS / Android functionalities have been implemented according to the new accessibility specifications;

2.	Period of Service:	From (Date)	Aug 13, 2021	To (Date)	Dec 31, 2021		
3.	Work Location:	NCR					
4.	Travel Requirements:	Not Applicable					
5.	Language Requirement:	English essentia	al				
6.	Other Conditions/Constraints:	None					

	TASK AUTHO	RIZATION		
	(TA) FO	RM		
7. Level of Security Clearance required for the Contractor Personnel:	Reliability			
8. Contractor's Response:				
Category and Name of Proposed Resource	PWGSC Security File Number	Per Diem Rate	Estimated # of Days	Total Cost
1				\$38,400.00
iOS Developer				
				\$38,400.00
iOS Developer				
				\$38,400.00
Android Developer				
		Est	timated Cost	\$115,200.00
		Appli	icable Taxes	\$14,976.00
		Total	Labour Cost	\$130,176.00
	Т	otal Travel &	Living Cost	-
	Firm Pr	ice or <u>Maxim</u>	um TA Price	\$130,176.00

TASK AUTHORIZATION				
(TA) FORM				
Name, Title and Signature of Individual Authorized to sign on behalf of the Contractor (type or print)				
	Signature:			
	Date: Aug 12, 2021			
Approval – Signing Authority				
Christiane Frem				

TASK AUTHORIZATION								
(TA) FORM								
Signatures (Client)	Signatures (PWGSC)							
Name, Title and Signature of Individual Authorized to sign:								
Technical Authority:								
Christians Frem	Contracting Authority 1:							
Date:								
	Date:							
August 8, 2021								
CBSA Procurement: BRADSHAW Digitally signed by BRADSHAW EVAN DN: C=ca, O=gc, OU=ecora-adrc, OU=PERSONNEL, CN=BRADSHAW EVAN + SERIALNUMBER=2020342163158583 Reason: I am the author of this document Location: your signing location here Date: 2021-08-12 13:45:09 Foxit PhantomPDE Version: 10.0.1								
Date:								
¹ Signature required for TA valued at \$300,000.00 or more, Applicab	le Taxes included.							

You are requested to sell to her Majesty the Queen in Right of Canada, in accordance with the terms and conditions set out herein, referred to herein, or attached hereto, the services listed herein and in any attached sheets at the price set out thereof.



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (com	iplété par le Responsable technique / Chargé du projet)						
A. General Information / Informations générales	<u>s</u>						
Contract Number / Numéro du contrat :	47060-197627/002						
Contractor Name / Nom du Contracteur :	Adirondack						
Task Authorization (TA) No. № de l'autorisation de tâches (AT) :	STOT No. Nº de l'EDT :	Financial Coding Code financier :		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :		
2022008409	1000363769	1950 300 20		2021-07-29	2021-08-16		
B. For Amendments Only / Aux fins de modifica	ation seulement						
Amendment No. / Nº de la modification :							
Reason for the Amendment / Raison pour la modification :							
C. TA Requirements / Exigences relatives à l'A Required Resource(s) / Ressource(s) requise(s)	I						
Category and Leve Catégorie et Nivea		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	_	: Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis		
Business Analyst L	evel 3	English			Secret		
Statement of Work (tasks, deliverables, reports, etc.) / Énc	oncé des travaux (tâches, livrables, rappo	orts, etc.)			l		
See attached / Voir pièce jointe							
Period of Services / Période de service:							
Initial Start Date / Date de début initiale :	16-Aug-2021		Initial End Date	/ Date de fin initiale :	31-Mar-2022		
Extented End Date (See Reason for the Amendment) / Date	te de fin prolongée (voir Raison pour la n	nodification):					
Option To Extend Initial End Date / Option pour prolo	nger la date de fin initiale	1					
Optional End Date(s) / Date(s) de	fin optionnelle(s)		Status / Sta	atut			
			O In Effect / er	n vigueur			
Travel Requirement(s) / Exigence(s) de voyage :	n/a						
Work Location(s) / Lieu(x) de travail :	Vanier Towers, 333 North River	Road	Ontario				
PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PA	RTIE 2 (complété par le Contracteur et/ou le Responsable	e technique / Chargé du projet)					
Contractor Resource(s) and Estimated Cost / F Note: once approved, only the following resources may provide services under this TA. / Note: un-							
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif		
Business Analyst Level 3					\$168,000.00		
			Estimat	ed Cost / Coût estimatif	\$168,000.00		
		Total Estimated Travel and Living Cos	st / Coût total estim	atif de voyage et de vie	\$0.00		
				HST @ 13%	\$21,840.00		
Total Estimated Cost / Coût total estimatif \$189,840.							

Check applicable Basis of Payment / Cocher la Base de Paiement applicable :	Maximum Price / Prix Maximum :	Х	Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'	AT PAR LE CANADA			
By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.	En apposant sa signature sur l'AT, l'autorit contractante de TPSGC atteste(nt) que le			
The client's authorization limit is \$300,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du client est \$300 (excluant les taxes applicables) dépasse contractante de TPSGC pour autorisation	cette limite, l'AT doit		
Jeff Carr	SAVARIA N	ANCY	Digitally signed Date: 2021.08.12	by SAVARIA NANCY ! 12:16:11 -04'00'
Name of Technical Authority / Nom de l'autorité technique Date	Name of Contracting Authority / Nom de l'a	autorité contrautante	Э	Date
CARR JEFFREY Digitally signed by CARR JEFFREY Date: 2021.07.29 12:12:59 -04'00'				
Signature	Signature			_
Name of the representative from the SPMMD of CBSA / Date Nom d'un représentant de la DAGBS de l'ASFC	_			
Signature				
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CON	TRACTEUR			
				July 29, 2021
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur	Signature			Date

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complete par le Responsable technique / Charge du projet)

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TACHES

۸. General Information / Inforn	nation	s-generates							
Contract Number / Numero du cont	rat:	47419-226879/0	01/EL						
		TPG Technolo	gy Con	sulting Ltd.					
Task Authorization (TA) No. / N° Commitmer de l'autorisation de taches (AT) : l'engagement		mitment No. / N° agement :		Financial Coding / Code financier :		Date of Issuance / Date d'emission :		Response required by / Reponse requise par :	
2022008791 1000361123 1813-830-10, 2001, 74907 September 22				September 22, 2	021	September 24,	202		
B. For Amendments Only / A	ux fins	de modificati	on seul	ement					
Amendment No. / Nº de la modifie	cation								***************************************
Reason for the Amendment / Rai	son poi	ur la modification	:						
C. TA Requirements / Exigen	ces re	atives a l'AT							
Required Resource(s) / Ressource									
Category / Categor	ie	Level	/ Niveau	Effstimated)LANRIefu d'effort estimatif (jours)	Lingu	uistic Profile / Profile linguistique		Level(s) of Security de securite requis	/
Project Manager			3		E	English / Anglais	Secret		-
Statement of Work (tasks, deliveral	oles, re	ports, etc.) / Énor	ice des tr	l avaux (taches, livrables	I S, rappo	orts, etc.)	L		
STATEMENT OF WORK									
1.0 TITLE									
P.9 – Project Manager, Level 3									
2.0 OBJECTIVE									
The Canada Border Services Agend resources with knowledge and exp projects.									
The purpose of these services is to Science and Technology Branch ar									
IM/IT expertise and support service applications, and integrated progrilimited to, implementation sugges initiatives, and IM/IT professional sathird party independent view recoprojects progresses as required.	ams int stions, i ervices	erdepartmentally dentification of ro on critical busine	y and wit oad maps ess applic	th other stakeholders a s for way forward, expe cation, infrastructure ar	ccount ertise/g nd syst	table for IM/IT initiative in the initiative in the initiative in the initiation in	ves. This ir technolog en require	cludes, but is not gies/mandates and l ed basis. This will en	sure
3.0 BACKGROUND									

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

CBSA is responsible for providing integrated services supporting national security and public safety priorities while facilitating the free flow of people and goods. CBSA manages this priority through its design, development, implementation and ongoing support of IM/IT tools and systems at the Agency, while maintaining the integrity and availability of all technology infrastructures and applications.

The Information, Science and Technology Branch (ISTB) provides technology leadership of corporate business applications and IT programs at CBSA. ISTB provides delivery of technology products, applications and services to meet business needs while investing in modern IT infrastructure to maintain, build on and innovate current and future IM/IT Agency initiatives. The Traveller's Branch provides program, policy and project management oversight on the Traveller's Programs and its supporting IT projects.

The Travellers Program currently leverages more than 40 IT assets, many of which are mission critical systems, and allow the Agency to manage the flow of people at border entry points. The program includes major projects with Treasury Board oversight.

The key to successful project implementation is adherence to effective delivery principles and active communication. Working with various partners, such as Shared Services Canada (SSC), CBSA ensures all required IM/IT initiatives are strategically aligned with operational requirements and are delivered on time, on budget and in accordance with project objectives. CBSA is seeking IM/IT professional services on an as and when required basis to provide critical key support for these initiatives.

4.0 SCOPE OF THE WORK

The contractor must provide IM/IT professional services on an as and when required basis in the National Capital Region (NCR) as initiated through Task Authorizations. Projects may be in any of the following stages: inception, identification, in the midst of work, or delivery.

5.0 TASKS

Tasks may include, but will not be limited to the following:

- Manage and monitor the project during the development, testing and implementation to ensure that the project is developed and is fully operational within previously agreed time, cost and performance parameters;
- Develop and maintain project plan, continual service improvement register, and terms of reference;
- Develop scope, context and business requirements, working with departmental leads and key clients;
- Formulate statements of problems; develop project documentation including statements of business requirements, user acceptance testing scenarios and plans, and user stories.
- Define and document the objectives for the project; determine budgetary requirements, the composition, roles and responsibilities and terms of reference for the project team;
- Report progress of the project on an ongoing basis and at scheduled points in the life cycle;
- Meet with stakeholders and other project managers and recommend solutions to issues as they arise;
- Prepare plans (including pilot and deployment plans), charts, tables and diagrams to assist in analyzing or displaying problems; work with a variety of project management tools;
- · Liaising with ISTB development teams within the CBSA as well as PIK development teams with kiosk and other platform vendors.
- Resolve issues as they arise;
- Perform risk management activities;
- Review and comment on project deliverables from initiation to implementation;
- Conduct, facilitate and lead matrixed team meetings;
- Ensure timely completion of deliverables;
- Facilitate and manage the process of project sign-off.

Other common tasks may include, but will not be limited to the following:

- Plan and coordinate IM/IT project management activities including planning/coordination/guidance and process aspects;
- Work with a variety of stakeholders, provide expert IM/IT best practice advice/solutions for Traveller's Program projects;
- Provide IM/IT documentation such as Statement of Requirements (SOR), project plans, feasibility reports, schedules, project management plans, risk management plans and lessons learned;
- Formulate and manage the IM/IT project plans by defining deliverables, identifying and providing resources, identifying key milestones, reviewing project progress against milestones, and engaging ongoing risk management;
- Develop and maintain systems for the management and control of IM/IT requirements on projects in a manner compatible with client standards and quidelines. This includes communications and consultations with various stakeholders in the process;
- Support the Project Authority to oversee IM/IT initiatives and on various IM/IT initiatives;
- Support the Project Authority to oversee the change management process for IM/IT requirements;
- Provide monthly project progress reports;
- Coach, and mentor team members and users on best practices and provide knowledge transfer.
- · Conduct stakeholder meetings; and
- Work with project teams and other stakeholders, manage the IM/IT requirements on projects.

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

6.0 DELIVERABLES

Deliverables may also include the following:

Deliverables Deadlines - Completion timeframes

- Project management plans and project documentation such as Treasury Board submissions, Memoranda to Cabinet, project schedules, lessons
 learned, progress reports, deficiency reports, project forecasts, road maps; and post project review reports; Deadlines for Cabinet documents
 determined by parliamentary agenda; Project documentation determined by Gating schedule. Documents are often due within tight deadlines of days
 or weeks at most.
- Business cases and business planning, including risk planning and risk analysis, risk management plans, and statement of requirements; Project documentation must be maintained to respect gating and other reporting requirements (e.g. to senior management).
- Tracking against plans: including level of effort and resource estimation as part of IM/IT business planning; Weekly, or bi-weekly, reporting
- Statements of requirements including business/ functional requirements, respecting development schedules and deadlines; Business requirements must be provided respecting development deadlines.
- Business process models; System user guides; Critical path analysis Project documentation determined by Gating schedule. Documents are often due within tight deadlines of days or weeks at most.
- Standard operating procedures, user training materials and guides Project documentation determined by Gating schedule. Documents are often due within tight deadlines of days or weeks at most.

Other common deliverables may include, but will not be limited to the following:

- Written and verbal advice;
- Knowledge transfer;
- Issues papers/Briefing Notes;
- Presentation decks and materials;
- Meeting facilitation and reports (e.g. monthly progress reports);
- Guides, manuals, reports to be disseminated to various stakeholders as required;
- Meeting agendas, schedules and minutes;
- Synthesis report of facilitated meetings;
- Activity reports;
- Conversation notes, design documentation, change management documentation, site inspection reports and other work requested under the Task Authorization.

Deliverables must be submitted in hard and soft copies in the appropriate formats (e.g. MS Project or MS Office Suite applications) as identified in the TA. All electronic deliverables must comply with departmental software standards, currently MS Office Suite latest version. Where required, CBSA will provide the Contractor with the required forms and templates to meet these standards.

All documents developed and/or updated by each of the Contractor's resources must be provided to the Project Authority for review, approval, and signatures (as required).

7.0 CLIENT SUPPORT

The client will provide all documentation and information necessary for the Work.

8.0 LANGUAGE REQUIREMENTS

While proposed resources must be fluent in English, there may be a requirement for specific resources to be fluent in both official languages, which will be specified in the TA.

9.0 WORK LOCATION

The contractor must be willing and able to accept a flexible work arrangement, which may include any or all of the following:

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Shared cubicles when working Use of collaborative work space Working remotely off-site		e National Capital	Region (No	CR)				
CBSA will provide, subject to sec on CBSA computers or networks nature and characteristics of suc	for the sole pur							ing
10.0 TRAVEL								
No travel related expenses or livi be required to visit facilities site					CBSA offices or sites	within the NCR. The Cont	ractor resources ma	ay
Period of Services / Période de	service:							
Initial Start Date / Date de début	initiale :	September 27, 2	2021	nitial	End Date / Date de fi	n initiale :	September 26, 202	22
Option To Extend Initial End I	Date / Option po	ur prolonger la dat	te de fin in	itiale				
Optional End Date(s) / Date(s) de fin	optionnelle(s)				Status / Statut		
Aı	ug 16, 2023				○ In e	effect / en vigueur		 + -
Travel Requirement(s) / Exigence	(s) de voyage :	N/A						
Work Location(s) / Lieu(x) de trav	ail :	Within the	National C	apita	al Region			
PART 2 (completed by the Contractor and	l/or the Technical/Projec	t Authority) / PART	IE 2 (compl	été par	le Contracteur et/ou le Respons	able technique / Chargé du projet)		
A. Contractor Resource(s) / F Note: once approved, only the following resource			is approuvée, se	eules le	s ressources suivantes peuvent f	ournir des services sous la présente A	т.	
Name / Nom Category / Catégorie Level / Linguistic Profile / Level of Security / Niveau File No. / No du dossier de								
	Proje	ct Manager	3					+
B. Estimated Cost / Coût esti	matif		1					السسسا

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Category / Catégorie	Level / Niveau	Per Diem F jourr	Rate / Taux nalier	Estimated Level of Effor (days) / Niveau d'effort estimatif (jours)	1 Otal Cost / Cout
+ Project Manager	3				\$168,000.00
			E:	stimated Cost / Coût estim	atif \$168,000.00
Total I	Estimated Trave	l and Living C	ost / Coût total	estimatif de voyage et de	vie \$0.00
Taxe % applied / % de taxes appliquées	13.00		Applica	able Taxes / Taxes applicab	les \$21,840.00
			Total Estima	ted Cost / Coût total estim	\$189,840.00
PART 3 - TA APPROVAL BY CANA	DA / PARTI	E 3 - APPF	OBATION	DE L'AT PAR LE CA	NADA
By signing this TA, the authorized client authority and/or the certify(ies) that the content of this TA is in accordance with t				gnature sur l'AT, le client autorisé contenu de cette AT est conforme	et/ou l'autorité contractante de TPSGC aux conditions du contrat.
The client's authorization limit is \$300,000.00 . When the val (including GST/HST) is in excess of this limit, the TA must be forwarded to the PWGSC Contracting Authority for authoriza	signed by the autho		(incluant la TPS/T		orsque la valeur de l'AT et ses modifications être signée par le client autorisé et transmise à
			Stephen A	Alexander	September 22, 2021
Name of Authorized Client / Nom du client autorisé Da	nte		Name of Contract	ting Authority / Nom de tante	Date
			ALEXAN		Digitally signed by ALEXANDER STEPHEN Date: 2021.09.22 07:24:43 -04'00'
Signature			Signature		
PART 4 - CONTRACTOR SIGNATU	RE / PARTIE	E 4 - SIGN/	ATURE DU	CONTRACTEUR	
Name and Title of individual authorized to sign on behalf of de la personne autorisée à signer au nom de l'entrepreneu		om et titre	Signature		Date

Public Works and Government Services Services gouvernementaux Canada

Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TACHES

PART 1 (completed by the Technical/Project Authority	/ PARTIE	1 (complete par le	Rasponsable technique / Charge o	li proječ			
A. General Information / Information	ons-general	es :					
Contract Number / Numero du contrat :	47419-226	5879/001/EL					
	TPG Tec	hnology Con	sulting Ltd.			inganangga pagananga pagananga ang ang ang ang ang ang ang ang	
	mmitment No		nancial Coding / Code ancier :	Date of Issuance / D d'emission :		e required by / requise par :	
	1000361123		1813-830-10, 2001, 749	813-830-10, 2001, 74907 September 22, 2021		September 24,202	
B. For Amendments Only / Aux fi	ns de modi	fication.seul	ement				
Amendment No. / Nº de la modification	n[
Reason for the Amendment / Raison p	our la modifi	cation:					
C. TA Requirements / Exigences r		ia i					
Category / Categorie	Required Resource(s) / Ressource(s) requise(s) Category / Categorie Level / Niveau Level / Niveau d'effort estimatif (jours) Linguistic Profile Required Level(s) of Security / Niveau(x) de securite requis						
Project Manager		3		English / Anglais	Secret		
Statement of Work (tasks, deliverables,	reports, etc.)	/ Énonce des tr	avaux (taches, livrables	s, rapports, etc.)			
STATEMENT OF WORK							
1.0 TITLE							
P.9 – Project Manager, Level 3							
2.0 OBJECTIVE							
The Canada Border Services Agency (CE resources with knowledge and experier projects.	3SA) requires nce supportir	a variety of Info	ormation Management g with Government of C	: (IM)/Information Technolo Canada business applicatio	ogy (IT) professior n, infrastructure a	nal services and systems	
The purpose of these services is to augi Science and Technology Branch and the	ment capacit e Traveller's E	y in the plannir Branch support	ng and execution of del ing the Traveller's Prog	partmental IM/IT initiatives gram, on an as and when re	managed by the quired basis.	Information,	
IM/IT expertise and support services are applications, and integrated programs limited to, implementation suggestions initiatives, and IM/IT professional service a third party independent view required projects progresses as required.	interdepartm s, identifications ses on critical	entally and wit on of road maps business applic	th other stakeholders a s for way forward, expe cation, infrastructure ar	ccountable for IM/IT initiati artise/guidance on evolving nd systems on an as and Wi	ves. This includes a technologies/ma nen required basia	s, but is not andates and risk is. This will ensure	
3.0 BACKGROUND							



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

CBSA is responsible for providing integrated services supporting national security and public safety priorities while facilitating the free flow of people and goods. CBSA manages this priority through its design, development, implementation and ongoing support of IM/IT tools and systems at the Agency, while maintaining the integrity and availability of all technology infrastructures and applications.

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4.0 SCOPE OF THE WORK

The contractor must provide IM/IT professional services on an as and when required basis in the National Capital Region (NCR) as initiated through Task Authorizations. Projects may be in any of the following stages: inception, identification, in the midst of work, or delivery.

5.0 TASKS

Tasks may include, but will not be limited to the following:

- · Manage and monitor the project during the development, testing and implementation to ensure that the project is developed and is fully operational within previously agreed time, cost and performance parameters;
- Develop and maintain project plan, continual service improvement register, and terms of reference;
- Develop scope, context and business requirements, working with departmental leads and key clients;
- Formulate statements of problems; develop project documentation including statements of business requirements, user acceptance testing scenarios
- Define and document the objectives for the project; determine budgetary requirements, the composition, roles and responsibilities and terms of reference for the project team;
- Report progress of the project on an ongoing basis and at scheduled points in the life cycle;
- Meet with stakeholders and other project managers and recommend solutions to issues as they arise;
- Prepare plans (including pilot and deployment plans), charts, tables and diagrams to assist in analyzing or displaying problems; work with a variety of project management tools;
- · Liaising with ISTB development teams within the CBSA as well as PIK development teams with kiosk and other platform vendors. Resolve issues as they arise:
- Perform risk management activities:
- Review and comment on project deliverables from initiation to implementation;
- Conduct, facilitate and lead matrixed team meetings;
- Ensure timely completion of deliverables;
- Facilitate and manage the process of project sign-off.

Other common tasks may include, but will not be limited to the following:

- Plan and coordinate IM/IT project management activities including planning/coordination/guidance and process aspects;
- · Work with a variety of stakeholders, provide expert IM/IT best practice advice/solutions for Traveller's Program projects;
- Provide IM/IT documentation such as Statement of Requirements (SOR), project plans, feasibility reports, schedules, project management plans, risk management plans and lessons learned;
- Formulate and manage the IM/IT project plans by defining deliverables, identifying and providing resources, identifying key milestones, reviewing project progress against milestones, and engaging ongoing risk management;
- Develop and maintain systems for the management and control of IM/IT requirements on projects in a manner compatible with client standards and guidelines. This includes communications and consultations with various stakeholders in the process;
- Support the Project Authority to oversee IM/IT initiatives and on various IM/IT initiatives;
- Support the Project Authority to oversee the change management process for IM/IT requirements;
- Provide monthly project progress reports;
- · Coach, and mentor team members and users on best practices and provide knowledge transfer.
- Conduct stakeholder meetings; and
- Work with project teams and other stakeholders, manage the IM/IT requirements on projects.



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

6.0 DELIVERABLES

Deliverables may also include the following:

Deliverables Deadlines - Completion timeframes

- Project management plans and project documentation such as Treasury Board submissions, Memoranda to Cabinet, project schedules, lessons learned, progress reports, deficiency reports, project forecasts, road maps; and post project review reports; - Deadlines for Cabinet documents determined by parliamentary agenda; Project documentation determined by Gating schedule. Documents are often due within tight deadlines of days or weeks at most.
- Business cases and business planning, including risk planning and risk analysis, risk management plans, and statement of requirements; Project documentation must be maintained to respect gating and other reporting requirements (e.g. to senior management).
- Tracking against plans: including level of effort and resource estimation as part of IM/IT business planning; Weekly, or bi-weekly, reporting
- Statements of requirements including business/ functional requirements, respecting development schedules and deadlines; Business requirements must be provided respecting development deadlines.
- Business process models; System user guides; Critical path analysis Project documentation determined by Gating schedule. Documents are often due within tight deadlines of days or weeks at most.
- Standard operating procedures, user training materials and guides Project documentation determined by Gating schedule. Documents are often due within tight deadlines of days or weeks at most.

Other common deliverables may include, but will not be limited to the following:

- Written and verbal advice;
- Knowledge transfer:
- Issues papers/Briefing Notes;
- Presentation decks and materials;
- Meeting facilitation and reports (e.g. monthly progress reports);
- Guides, manuals, reports to be disseminated to various stakeholders as required;
- Meeting agendas, schedules and minutes;
- Synthesis report of facilitated meetings;
- Activity reports;
- Conversation notes, design documentation, change management documentation, site inspection reports and other work requested under the Task Authorization.

Deliverables must be submitted in hard and soft copies in the appropriate formats (e.g. MS Project or MS Office Suite applications) as identified in the TA. All electronic deliverables must comply with departmental software standards, currently MS Office Suite latest version. Where required, CBSA will provide the Contractor with the required forms and templates to meet these standards.

All documents developed and/or updated by each of the Contractor's resources must be provided to the Project Authority for review, approval, and signatures (as required).

7.0 CLIENT SUPPORT

The client will provide all documentation and information necessary for the Work.

8.0 LANGUAGE REQUIREMENTS

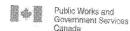
While proposed resources must be fluent in English, there may be a requirement for specific resources to be fluent in both official languages, which will be specified in the TA.

9.0 WORK LOCATION

The contractor must be willing and able to accept a flexible work arrangement, which may include any or all of the following:



• Shared cubicles when working on-site within the National Capital Region (NCR) • Use of collaborative work spaces • Working remotely off-site										
CBSA will provide, subject to se on CBSA computers or network nature and characteristics of su	CBSA will provide, subject to security requirements, and only to the specified resource personnel, access to identified database or applications residing on CBSA computers or networks for the sole purpose of executing tasks associated with this Contract. CBSA, at its sole discretion, will identify the									
10.0 TRAVEL	.0 TRAVEL									
No travel related expenses or live be required to visit facilities site	ving expenses will be pelocations and construc	rovided for trave ction sites outsid	l to or fr e the NC	om CBSA offices or site R.	s within the NCR. The Cont	ractor resources m	ay			
Period of Services / Période de	service:									
Initial Start Date / Date de début	L.	tember 27, 202		tial End Date / Date de	fin initiale:	September 26, 20;	22			
Option To Extend Initial End			e fin inití	ale						
Optional End Date(s	s) / Date(s) de fin optior	nnelle(s)		Status / Statut						
A	ug 16, 2023			◯ In effect / en vigueur						
Travel Requirement(s) / Exigence	e(s) de voyage :	N/A								
Work Location(s) / Lieu(x) de trav	ail:	Within the Nati	onal Cap	al Capital Region						
PART 2 (completed by the Contractor and	Vor the Technical/Project Authorit	/ / PARTIE 2	. Icomoléte	oar le Contracteur et/ou le Respon	sable technique / Chargé du projet)					
A. Contractor Resource(s) / F	Ressource(s) du Can	tractors								
Name / Nom	Category / Cate		Level / Linguistic Profile / Level of Security / Niveau Profile linguistique de sécurité Profile los dossier			PWGSC Security				
	Project Mana	iger	3				+			
B. Estimated Cost / Coût esti	matif									
							- Indiana			



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Category / Catégorie	Level / Niveau	Per Diem Rate / Taux Journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Coût estimatif
Project Manager	3			\$168,000.00
			stimated Cost / Coût estimatif	
3		el and Living Cost / Coût total	l estimatif de voyage et de vie	\$0.00
Taxe % applied / % de taxes appliquées	\$21,840.00 \$189,840.00			

ART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.

The client's authorization limit is \$300,000.00 $\,$. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

Name of Authorized Client / Nom du client autorisé

Date

NEWBURY RUSSELL Digitally signed by INEVVIDUAL INC. Date: 2021.09.24 11:32:44 -04'00' Digitally signed by NEWBURY RUSSELL

Signature

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.

La limite d'autorisation du client est \$300,000.00. Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation.

Stephen Alexander

Name of Contracting Authority / Nom de l'autorité contractante

September 22, 2021 Date

ALEXANDER STEPHEN

Digitally signed by ALEXANDER STEPHEN Date: 2021.09.22 07:24:43 -04'00'

Signature

PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

ne Contractor / Nom et titre de la personne autorisée à signer au nom de l'entrepreneur

Sep 27, 2021



PART 1 (completed by the Thomass Project Authority) / PARTIE 1 to	projeté par 🗟 Responsable technique (Chargé du projet)				
A. General information / informations général	22				
Contract Number / Numéro du contrat	47060-187626/002				
Contractor Name / Nom du Contracteur	TPG Consulting				
Task Authorization (TA) No. № de l'autorisation de tâches (AT) :	STOT No. N° de l'EDT	Financial Coding Code financier		Date of ssuance	Response required by Réponse requise d'ici le
2022009263	1000365112	1950 400 40 2021-07-1		2021-07-19	2021-08-09
B. For Amendments Only / Aux fins de modific	ation seulement				
Amendment No. / N° de la modification					
Reason for the Amendment / Raison pour la modification					
C. TA Requirements / Exigences relatives à l'	N. C.				
Required Resource(s) / Ressource(s) requise(s)					
Category and Le	vel	Estimated Level of Effort (days) / Niveau	Linguistic	Profile / Profile	Required Level(s) o Security /
Catégorie et Nive		d'effort estimatif		juistique	N veau(x) de sécuril
		(jours)	_		requis
IM Architect Le	2		E.	nglish	Caneal
stee and seemed and	•••			nyaan	Secret
Statement of Work (tasks, deliverables, reports, etc.) / Ét See attached / Voir pièce jointe	ionca des travaux (taches, livrables, rappo	rts, etc.)			
Period of Services / Période de service:					
Initial Start Date / Date de début initiale	03-Sep-2021		Initial End Date /	Date de fin initiale :	02-Sep-2022
Extented End Date (See Reason for the Amendment) / D	ate de fin prolongée (voir Raison pour la m	odification)			<u> </u>
Option To Extend Initial End Date / Option pour prol	onger la date de fin initiale				<u> </u>
Optional End Date(s) / Date(s) d			Status / Sta	itut	
03-Sep-202	1		X In Effect / en		
03-Sep-202					
· · · · · · · · · · · · · · · · · · ·	***************************************		X lin Effect / en		
03-Sep-202	>		O in Effect / en	vigueur	
Travel Requirement(s) / Exigence(s) de voyage	n/a				
Work Location(s) / Lieu(x) de travail	Vanier Towers, 333 North River	Road	Ontario		
PART 2 (completed by the Contextor and for the Technical Project Authority / Pr	ARTIE 2 (correptins) per la Contracteur evieu la Responsable	Sechnique / Chengé du peopit			
Contractor Resource(s) and Estimated Cost / Note once approved, only the following measures may provide services under the TA. Note					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. f Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost Courtotal estimatif
IM Architect Level 3	3		1		\$186,000.0
			Estimate	- ed Cost / Cout estimatif	\$186,000.0
4		Total Estimated Travel and Living Cos	st / Cout total estima	atif de voyage et de vie	\$0.0
				Hst @ 13%	\$24,180.0

	T	otal Estimated Cos	t / Coût total estimatif	\$210,180.00
Check applicable Basis of Payment / Cocher la Base de Paiement applicable :	Maximum Price / Prix Maximum	[X]	Firm Price / Prix Ferme	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'	AT PAR LE CANADA			
By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.	En apposant sa signature sur l'AT, l'auto contractante de TPSGC atteste(nt) que			
The client's authorization limit is \$250,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du céent est 3234 (excluant les taxes applicables) dépasse contractante de TPSGC pour autorisation	cette limite, fAT doit ét		et transmise à l'autorité
Jeff Carr				
Name of Technical Authority / Nom de fautorité technique Date CARR JEFFREY Digitally signed by CARR JEFFREY Date: 2021.07.20 11:07:34-04'00'	Name of Contracting Authority / Nom de	fautorilé contractante	Di	ale
Signature	Signature			
Name of the representative from the SPMMD of CBSA # Dele Nom dun représentant de la DAGBS de rASFC				
Digitally signed by OTOOLE TAMMY DN: Crea, Orgo, Othercraedice, Other Dr. Crea, Orgo, Othercraedice, Other Dr. Crea, Orgo, Other Dr. Crea, Other				

PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

This a continuous and alcoholisms that the a continuous	ALL DA CALLITANI PAL			
			•	
Name siru i ue di signiqual aumonzed to signi on cenas di tre Comractor / Nom et tire Signature de la personne autorisée à signer au nom de l'entrepreneur	Signatule	***************************************	July 20. 2	02

Response required by

Date of Issuance

Contract Number / Numéro du contrat :

Contractor Name / Nom du Contracteur :

Task Authorization (TA) No.

Travaux publics et Services gouvernementaux Canada

47060-187626/001

S.i. Consulting

STOT No.

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complete par le Responsable technique / Chargé du projet)

A. General Information / Informations générales

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Financial Coding

	Nº de l'EDT :	Code financier :		Date d'émission :	d'ici le :
2022009281	1000365121	1815 200 30		2021-07-19	2021-08-09
B. For Amendments Only / Aux fins de modifi	ication seulement				
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la modificatio	n:				
C. TA Requirements / Exigences relatives à l	'AT				
Required Resource(s) / Ressource(s) requise(s)					
		Estimated Level of			Required Level(s) of
Category and Le		Effort (days) / Niveau		Profile / Profile	Security /
Catégorie et Niv	eau	d'effort estimatif (jours)	linç	guistique	Niveau(x) de sécurité requis
		,			
Project Manager	Level 3		E	nglish	Secret
, ,				ŭ	
Statement of Work (tasks, deliverables, reports, etc.) / É	noncé des travaux (tâches, livrables, rapp	orts. etc.)			
See attached / Voir pièce jointe	(,			
Period of Services / Période de service:					
nitial Start Date / Date de début initiale :	03-Sep-2021	7	Initial End Date	Date de fin initiale :	02-Sen-2022
	03-Sep-2021		Initial End Date	Date de fin initiale :	02-Sep-2022
Extented End Date (See Reason for the Amendment) / [Date de fin prolongée (voir Raison pour la r		nitial End Date	Date de fin initiale :	02-Sep-2022
Extented End Date (See Reason for the Amendment) / [Date de fin prolongée (voir Raison pour la r				02-Sep-2022
Extented End Date (See Reason for the Amendment) / [Date de fin prolongée (voir Raison pour la ro olonger la date de fin initiale		Initial End Date /		02-Sep-2022
Extented End Date (See Reason for the Amendment) / I	Date de fin prolongée (voir Raison pour la r blonger la date de fin initiale de fin optionnelle(s)			atut	02-Sep-2022
Extented End Date (See Reason for the Amendment) / I Option To Extend Initial End Date / Option pour pro Optional End Date(s) / Date(s)	Date de fin prolongée (voir Raison pour la rolonger la date de fin initiale de fin optionnelle(s)		Status / Sta	atut n vigueur	02-Sep-2022
Extented End Date (See Reason for the Amendment) / II Option To Extend Initial End Date / Option pour pro Optional End Date(s) / Date(s) / 03-Sep-202	Date de fin prolongée (voir Raison pour la rolonger la date de fin initiale de fin optionnelle(s)		Status / Sta X In Effect / er	atut n vigueur n vigueur	02-Sep-2022
Extented End Date (See Reason for the Amendment) / II Option To Extend Initial End Date / Option pour pro Optional End Date(s) / Date(s) of 03-Sep-202 03-Sep-202 03-Sep-202	Date de fin prolongée (voir Raison pour la rolonger la date de fin initiale de fin optionnelle(s)		Status / Sta X In Effect / et	atut n vigueur n vigueur	02-Sep-2022
Extented End Date (See Reason for the Amendment) / II Option To Extend Initial End Date / Option pour pro Optional End Date(s) / Date(s) (03-Sep-202 03-Sep-202 Travel Requirement(s) / Exigence(s) de voyage :	Date de fin prolongée (voir Raison pour la rolonger la date de fin initiale de fin optionnelle(s) 21 22	nodification):	Status / Sta X In Effect / et	atut n vigueur n vigueur	02-Sep-2022
Optional End Date(s) / Date(s) 03-Sep-202	Date de fin prolongée (voir Raison pour la rolonger la date de fin initiale de fin optionnelle(s) 21 22 23 n/a Vanier Towers, 333 North River	Road	Status / Sta X In Effect / er O In Effect / er	atut n vigueur n vigueur	02-Sep-2022
Extented End Date (See Reason for the Amendment) / II Option To Extend Initial End Date / Option pour pro Optional End Date(s) / Date(s) / 03-Sep-202 03-Sep-202 Travel Requirement(s) / Exigence(s) de voyage : Nork Location(s) / Lieu(x) de travail : PART 2 (completed by the Contractor andor the Technical/Project Authority) / F	Date de fin prolongée (voir Raison pour la rolonger la date de fin initiale de fin optionnelle(s) 21 22 23 n/a Vanier Towers, 333 North River	Road technique / Chargé du projet)	Status / Sta X In Effect / er O In Effect / er	atut n vigueur n vigueur	02-Sep-2022
Extented End Date (See Reason for the Amendment) / II Option To Extend Initial End Date / Option pour pro Optional End Date(s) / Date(s) of 03-Sep-202 03-Sep-202 Travel Requirement(s) / Exigence(s) de voyage : Work Location(s) / Lieu(x) de travail : PART 2 (completed by the Contractor and/or the Technical/Project Authority) / F Contractor Resource(s) and Estimated Cost	Date de fin prolongée (voir Raison pour la rolonger la date de fin initiale de fin optionnelle(s) 21 22 23 n/a Vanier Towers, 333 North River PARTIE 2 (complété par le Contracteur et ou le Responsable / Ressource(s) du Contracteur et ou	Road Stechnique/Chargé du projet) Coût total estimatif	Status / Sta X In Effect / er O In Effect / er	atut n vigueur n vigueur	02-Sep-2022
Extented End Date (See Reason for the Amendment) / II Option To Extend Initial End Date / Option pour pro Optional End Date(s) / Date(s) of 03-Sep-202 03-Sep-202 03-Sep-202 Fravel Requirement(s) / Exigence(s) de voyage : Nork Location(s) / Lieu(x) de travail : PART 2 (completed by the Contractor and/or the Technical/Project Authority) / F Contractor Resource(s) and Estimated Cost Note: once approved, only the following resources may provide services under this TA / Note	Date de fin prolongée (voir Raison pour la rolonger la date de fin initiale de fin optionnelle(s) 21 22 23 n/a Vanier Towers, 333 North River PARTIE 2 (complété par le Contracteur et/ou le Responsable de	Road Stechnique/Chargé du projet) Coût total estimatif	Status / Sta	atut n vigueur n vigueur vigueur	
Extented End Date (See Reason for the Amendment) / II Option To Extend Initial End Date / Option pour pro Optional End Date(s) / Date(s) of 03-Sep-202 03-Sep-202 03-Sep-202 Fravel Requirement(s) / Exigence(s) de voyage : Nork Location(s) / Lieu(x) de travail : PART 2 (completed by the Contractor and/or the Technical Project Authority) / F	Date de fin prolongée (voir Raison pour la rolonger la date de fin initiale de fin optionnelle(s) 21 22 23 n/a Vanier Towers, 333 North River PARTIE 2 (complété par le Contracteur et ou le Responsable / Ressource(s) du Contracteur et o	Road Stechnique/Chargé du projet) Coût total estimatif	Status / Sta X In Effect / er O In Effect / er	Estimated Level of Effort (days) / Niveau d'effort estimatif	O2-Sep-2022 Total Estimated Cost / Coût total estimatif
Extented End Date (See Reason for the Amendment) / II Option To Extend Initial End Date / Option pour pro Optional End Date(s) / Date(s) of 03-Sep-202 03-Sep-202 03-Sep-202 Fravel Requirement(s) / Exigence(s) de voyage : Nork Location(s) / Lieu(x) de travail : PART 2 (completed by the Cortractor and/or the Technical/Project Authority) / F Contractor Resource(s) and Estimated Cost iote: once approved, only the following resources may provide services under this TA. / Note Name / Nom	Date de fin prolongée (voir Raison pour la rolonger la date de fin initiale de fin optionnelle(s) 21 22 23 n/a Vanier Towers, 333 North River PARTIE 2 (complété par le Confracteur et/ou le Responsable 2 cure fois approuvée, seules les ressources suivartes peuvert fourir PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Road Road Coût total estimatif Jessenices sous la présente AT	Status / In Effect / en O In Effect / en Ontario	estimated Level of Effort (days) / Niveau	Total Estimated Cost /
Extented End Date (See Reason for the Amendment) / II Option To Extend Initial End Date / Option pour pro Optional End Date(s) / Date(s) / 03-Sep-202 03-Sep-202 Travel Requirement(s) / Exigence(s) de voyage : Work Location(s) / Lieu(x) de travail : PART 2 (completed by the Cortractor and/or the Technical/Project Authority) / F Contractor Resource(s) and Estimated Cost Note: once approved, orly the following resources may provide services under this TA / Note Name / Nom Category and Level / Catégorie et Niveau	Date de fin prolongée (voir Raison pour la rolonger la date de fin initiale de fin optionnelle(s) 21 22 23 n/a Vanier Towers, 333 North River PARTIE 2 (complété par le Confracteur et/ou le Responsable 2 cure fois approuvée, seules les ressources suivartes peuvert fourir PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Road Road Coût total estimatif Jessenices sous la présente AT	Status / Effect / er O In Effect / er Ontario Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif	Total Estimated Cost / Coût total estimatif
Extented End Date (See Reason for the Amendment) / II Option To Extend Initial End Date / Option pour pro Optional End Date(s) / Date(s) / 03-Sep-202 03-Sep-202 Travel Requirement(s) / Exigence(s) de voyage : Work Location(s) / Lieu(x) de travail : PART 2 (completed by the Contractor and/or the Technical/Project Authority) / II Contractor Resource(s) and Estimated Cost Note: once approved, only the following resources may provide services under this TA / Note Name / Nom Category and Level / Catégorie et Niveau	Date de fin prolongée (voir Raison pour la rolonger la date de fin initiale de fin optionnelle(s) 21 22 23 n/a Vanier Towers, 333 North River PARTIE 2 (complété par le Confracteur et/ou le Responsable 2 cure fois approuvée, seules les ressources suivartes peuvert fourir PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Road Road Coût total estimatif Jessenices sous la présente AT	Status / In Effect / en O In Effect / en Ontario Per Diem Rate / Taux journalier Estimate	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
Extented End Date (See Reason for the Amendment) / II Option To Extend Initial End Date / Option pour pro Optional End Date(s) / Date(s) / 03-Sep-202 03-Sep-202 Travel Requirement(s) / Exigence(s) de voyage : Work Location(s) / Lieu(x) de travail : PART 2 (completed by the Contractor and/or the Technical/Project Authority) / II Contractor Resource(s) and Estimated Cost Note: once approved, only the following resources may provide services under this TA / Note Name / Nom Category and Level / Catégorie et Niveau	Date de fin prolongée (voir Raison pour la rolonger la date de fin initiale de fin optionnelle(s) 21 22 23 n/a Vanier Towers, 333 North River PARTIE 2 (complété par le Confracteur et/ou le Responsable 2 cure fois approuvée, seules les ressources suivartes peuvert fourir PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Road Road Sout total estimatif des services sous la préserte AT Linguistic Profile / Profil linguistique	Status / In Effect / en O In Effect / en Ontario Per Diem Rate / Taux journalier Estimate	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif \$175,680.00 \$175,680.00 \$0.00

	7	Total Estimated Co	st / Coût total estimatif	\$198,518.4
Check applicable Basis of Payment / Cocher la Base de Paiement applicable :	Maximum Price / Prix Maximum :	Х	Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L	'AT PAR LE CANADA			
By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract	En apposant sa signature sur l'AT, l'auto contractante de TPSGC atteste(nt) que			
The client's authorization limit is \$250,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du client est \$25 (excluant les taxes applicables) dépass contractante de TPSGC pour autorisati	e cette limite, l'AT doit ê		et transmise à l'autorité
Jeff Carr				
Name of Technical Authority / Nom de l'autorité technique Date	Name of Contracting Authority / Nom de	e l'autorité contractante	Di	ate
Signature	Signature			
Name of the representative from the SPMMD of CBSA / Nom d'un représentant de la DAGBS de l'ASFC Date	_			
OTOOLE Oligially segred by OTOOLE TAMMY ON C-90, GUEGOTA BIO, OUPERSONNEL, ON-OTOOLE TAMMY - SERIALNUMBER-201309231042945 Reason: I am the author of this document Location; your segring location here Location; your segring location here First Phantem-106 Version-100-4-				
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU COI	NTRACTEUR			
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur	olgriature		D	ate



PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)				
A. General Information / Informations général	<u>les</u>				
Contract Number / Numéro du contrat :	47060-187626/001				
Contractor Name / Nom du Contracteur :	S.i. Consulting				
Task Authorization (TA) No. № de l'autorisation de tâches (AT) :	STOT No. N° de l'EDT :	Financial Coding Code financier :		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
2022009295	1000363940	1950 400 30		2021-07-19	2021-08-09
B. For Amendments Only / Aux fins de modifi	cation seulement				
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la modification	1:				
C. TA Requirements / Exigences relatives à l'	<u>AT</u>				
Required Resource(s) / Ressource(s) requise(s)		Estimated Level of	T		Required Level(s) of
Category and Le Catégorie et Niv		Effort (days) / Niveau d'effort estimatif	1 "	: Profile / Profile guistique	Security / Niveau(x) de sécurite
Calegorie et Niv	eau	(jours)	"""	guisiique	requis
IM Architect Le	evel 3		English		Secret
Statement of Work (tasks, deliverables, reports, etc.) / É See attached / Voir pièce jointe	inoncé des travaux (tâches, livrables, rapp	orts, etc.)			
Period of Services / Période de service:		_			
Initial Start Date / Date de début initiale :	03-Sep-2021		Initial End Date	/ Date de fin initiale :	02-Sep-2022
Extented End Date (See Reason for the Amendment) / [modification):			
Option To Extend Initial End Date / Option pour pro			Status / St	atut	
03-Sep-202	<u> </u>		X In Effect / e	n viqueur	
03-Sep-202	22		X In Effect / e		
03-Sep-202	23		O In Effect / er		
Travel Requirement(s) / Exigence(s) de voyage :	n/a	•			
Work Location(s) / Lieu(x) de travail :	Vanier Towers, 333 North River	r Road	Ontario		
PART 2 (completed by the Contractor and/or the Technical/Project Authority) / F	PARTIE 2 (complété par le Contracteur et/ou le Responsable	ie technique / Chargé du projet)			
Contractor Resource(s) and Estimated Cost	Ressource(s) du Contracteur et (Coût total estimatif des services sous la présente AT			
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost Coût total estimatif
IM Architect Level	3		1	(Jours)	\$184,800.0
			Estimat	ed Cost / Coût estimatif	\$184,800.0
		Total Estimated Travel and Living Cos	st / Coût total estim	natif de voyage et de vie	\$0.0
				⊔et @ 13%	\$24,024,0

	т	otal Estimated Cos	st / Coût total estimatif	\$208,824.00
Check applicable Basis of Payment / Cocher la Base de Paiement applicable :	Maximum Price / Prix Maximum :	Х	Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'	AT PAR LE CANADA			
By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.	En apposant sa signature sur l'AT, l'auto contractante de TPSGC atteste(nt) que			
The client's authorization limit is \$250,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du client est \$25 (excluant les taxes applicables) dépasse contractante de TPSGC pour autorisation	e cette limite, l'AT doit ê		et transmise à l'autorité
Jeff Carr				
Name of Technical Authority / Nom de l'autorité technique Date	Name of Contracting Authority / Nom de	l'autorité contractante	Da	te
SAVARIA NANCY Name of the representative from the SPMMD of CBSA / Date	Digitally signed by SAVARIA NANCY Digitally signed by SAVARIA NANCY DN: C=ca, O=gc, OU=cora-adrc, OU Reason: I am the author of this docur Location: your signing location here Date: 2021-09-02 11:37:53 Foxit PhantomPDF Version: 10.0.1	=PERSONNEL. CN=SA	VARIA NANCY + SERIALNUMI	BER=201532423103822
Nom d'un représentant de la DAGBS de l'ASFC Signature				
Nom d'un représentant de la DAGBS de l'ASFC				
Nom d'un représentant de la DAGBS de l'ASFC	TRACTEUR			
Nom d'un représentant de la DAGBS de l'ASFC Signature	TRACTEUR			



PART 1 (completed by the Technical Project Authority) / PARTIE 1 (co	mpikitá par la Responseble tachrique "Changé du projet)				
A. General information / Informations générals	<u> </u>				
Contract Number / Numéro du contrat	47060-187626/002				
Contractor Name / Nom du Contracteur	TPG Consulting				
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT)	STOT No N° de l'EOT	Financial Coding Code financier		Date of Issuance Date d'émission	Response required by Réponse requise d'ici le :
2022009341	1000363751	1950 400 40		2021-07-19	2021-08-09
B. For Amendments Only / Aux fins de modific	ation soulement				
Amendment No. / N° de la modification	**************************************				
Reason for the Amendment / Raison pour la modification		О			
Coason or the Anemanness resson pour la mounication					
C. TA Requirements / Exigences relatives à l'A	\T				
Required Resource(s) / Ressource(s) requise(s)	- Andrews				
		Estimated Level of			Required Level(s) o
Category and Lev Catégorie et Nivs		Effort (days) / Niveau d'effort estimatif		: Profile / Profile guistique	Security / Niveau(x) de sécurit
		(jours)		~	requis
			_		_
IM Architect Lev	el 3		[E	English	Secret
See attached / Voir pièce jointe Period of Services / Période de service:					
Initial Start Date / Date de début initiale	03-Sep-2021		Initial End Date	/ Date de fin initiale	02-Sep-2022
Extented End Date (See Reason for the Amendment) / Da	ite de fi∩ prolongée (voir Raison pour la π	nodification)			
Option To Extend Initial End Date / Option pour profe	onger la date de fin initiale				
Optional End Date(s) / Date(s) de	fin optionnelle(s)		Status / St	atut	
03-Sep-2021			X In Effect / e	n vigueur	
03-Sep-2022	:		X In Effect / e		
03-Sep-2023	······		O in Effect / er	****	

Travel Requirement(s) / Exigence(s) de voyage	n/a				
Work Location(s) / Lieu(x) de travail	Vanier Towers, 333 North River	Road	Ontario		
PART 2 (completed by the Contendor and for the Technical Physical Authority / P/	ARTIE 2 ***********************************	bestrologum / Changel du projeth			
Contractor Resource(s) and Estimated Cost //					
Name / Nom	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate /	Estimated Level of Effort (days) / Niveau	Total Estimated Cos
Category and Level / Catégorie et Niveau		, T	Taux journalier	d'effort estimatif (jours)	Coût total estimatif
IM Architect Level 3		<u> </u>			\$186,000.0
			Estimal	ed Cost / Coût estimatif	\$186,000.0
		Total Estimated Travel and Living Cos	st / Cout total estim	atif de voyage et de vie	\$0.0
***				Hst @ 13%	\$24,180.0

	1	otal Estimated Cos	t / Coût total estimatif	\$210,180.00
Check applicable Basis of Payment / Cocher la Base de Paiement applicable	Maximum Price / Prix Maximum	X	Firm Price / Prix Ferme	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'	AT PAR LE CANADA			
By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract	En apposant sa signature sur fAT, fauto contractante de TPSGC atteste(nt) que	rité technique, le représ le contenu de cette AT (entant de la DAG8S de l'ASFG est conforme aux conditions d	C et/ou fautorité u contrat
The client's authorization first is \$250,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La firrite d'autorisation du client est sur (excluant les taxes applicables) dépasse contractante de TPSGC pour autorisation	cette limite (AT doit ét		et transmise à fautorité
Jeff Carr				
Name of Technical Authority / Nom de fautorité technique Date	Name of Contracting Authority / Nom de	7autonité contractante	D	ale
CARR JEFFREY Digitally signed by CARR JEFFREY Date: 2021.07.20 11:14:54-04'00'				
Signature	Signature			
Name of the representative from the SPMMD of CBSA / Date Nom d'un représentant de la DAGBS de l'ASFC				
OTOOLE Oglah signed by OTOOLE TAMMY OGLAND COLFERSONNEL OHOTOOLE TAMMY SERIANUBER-OIL SOZOZIO (26246 TAMMY ENDER OIL OF TAMMY Description of The document below 2007 (4036) and the below 2007 (4				
Signature Foot Philitothic Driversion 0.0.1				
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CON	TRACTEUR			
			July 2	0, 2021
Name and Title of individual authorized to sign on behalf of the Contractor /				ele

Name and Title of individual authorized to sign on behalf of the Contractor / Nomet titre Signature de la personne autorisée à signer au nom de l'entrepreneur

Contract Number / Numéro du contrat : Contractor Name / Nom du Contracteur :

Travaux publics et Services gouvernementaux Canada

47060-187626/001

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PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complete par le Responsable technique / Chargé du projet)

A. General Information / Informations générales

Task Authorization (TA) No. Nº de l'autorisation de tâches (AT) :	STOT No. N° de l'EDT :	Financial Coding Code financier :		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
2022009407	1000365120	2940 300 00		2021-07-19	2021-08-09
B. For Amendments Only / Aux fins de modific	ation seulement	•			
Amendment No. / Nº de la modification :	<u></u>				
Reason for the Amendment / Raison pour la modification	:				
C. TA Requirements / Exigences relatives à l'A	<u>xT</u>				
Required Resource(s) / Ressource(s) requise(s)					
Category and Lev Catégorie et Nive		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)		Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Project Manager L	evel 3		E	nglish	Secret
Statement of Work (tasks, deliverables, reports, etc.) / Én	oncé des travaux (tâches, livrables, rapp	orts, etc.)	I		
oce attached / Von piece jointe					
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :	03-Sep-2021	」	Initial End Date	/ Date de fin initiale :	02-Sep-2022
Extented End Date (See Reason for the Amendment) / Da	ite de fin prolongée (voir Raison pour la r	nodification):			
Option To Extend Initial End Date / Option pour prolo	onger la date de fin initiale	Г			
Optional End Date(s) / Date(s) de	e fin optionnelle(s)		Status / Sta	atut	
03-Sep-2021			X In Effect / e	n vigueur	
03-Sep-2022	2		X In Effect / e	n vigueur	
03-Sep-2023	3		O In Effect / er	n vigueur	
Travel Requirement(s) / Exigence(s) de voyage :	n/a				
Work Location(s) / Lieu(x) de travail :	Vanier Towers, 333 North River	Road	Ontario		
PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PA	ARTIE 2 (complété par le Contracteur et/ou le Responsabl	e technique / Chargé du projet)			
Contractor Resource(s) and Estimated Cost / Note: once approved, only the following resources may provide services under this TA. / Note: t					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost Coût total estimatif
PM Level 3			1	, (Jours) <u> </u>	\$175,680.0
			Estimat	– ed Cost / Coût estimatif	\$175,680.0
		Total Estimated Travel and Living Cos	st / Coût total estim	atif de voyage et de vie	\$0.0
				Hst @ 13%	\$22,838.4
					1 0

Date

	Т	otal Estimated Cost	/ Coût total estimatif	\$198,518.4
Check applicable Basis of Payment / Cocher la Base de Paiement applicable :	Maximum Price / Prix Maximum :	X	Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'	AT PAR LE CANADA			
by signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract	En apposant sa signature sur l'AT, l'auto contractante de TPSGC atteste(nt) que			
the client's authorization limit is \$250,000. When the value of a TA and its amendments (excluding Applicable faxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC contracting Authority for authorization.	La limite d'autorisation du client est \$250 (excluant les taxes applicables) dépasse contractante de TPSGC pour autorisation	cette limite, l'AT doit êtr		et transmise à l'autorité
Jeff Carr				
CARR JEFFREY Digitally signed by CARR JEFFREY Date: 2021.09.02 13:05:28 -04'00'	Name of Contracting Authority / Nom de	l'autorité contractante	Da	ate
Signature	Signature			
lame of the representative from the SPMMD of CBSA / Date	-			
SAVARIA NANCY Disc. C=ca. O=gc. OU=cora-adr. OU=PERSONNEL, CN=SAVARIA NA SERIALNUMBER-201532/22/1038225 Reason. 1 am the author of this document Location; your signing location here Date: 2021-06-02/1140-30 Foot PhaintomPOF Version. 10.0.1	NCY +			
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CON	TDACTEUD			
FART 4 - CONTRACTOR SIGNATURE / FARTIE 4 - SIGNATURE DU CON	TRACTEUR			

Signature

Name and Title of individual authorized to sign on behalt of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur

Public Works and Government Services Services gouvernmentaux Canada

Corwac: Number / Numéro du contrat	47050-187626/002				
Contractor Name / Non-du Contracteur	TPG Consulting				
Tash Authorization (TA) No.	STOT No.	Financial Coding		Onland Spanico	Response required by
N° de Fautorisation de lâches (AT)	Nº de l'EOT	Code favarene		Date d'émission	Réponse lequise
2022009446	1000365126	1950 400 40		2021-07-19	2021-08-09
S. For Amendments Only / Aux fins de modifi					
Amerikani No. / N° de la modification					
Resean for the Amendment / Reison pour la modification	1				
C. TA Requirements / Exicences relatives & l'	AI				
Required Resource(s) / Ressource(s) requise(s)					
Category and Le Categorie of Nivi		Estimated Level of Effort (days) / Niveou d'effort estimatif (1085)		: Profile / Profile guidil que	Required Level(s) of Security/ Niveau(x) de sécuriti
Business Analyst	Level 3	English		English	
Statement of Work (lasks, deliverables reports, etc.) / 6 See attached / Voir pléce jointe Períod of Services / Péríoda de service:		ons, etc.)			
See attached / Voir pléce jointe Period of Services / Période de service: Initial Start Date / Date de début initiale Extended End Date (See Reason for the Amendment) / D	03-Sop-2021 late de fin prolongée (voir Raison pour la n]	Initial End Date	/ Date de fin înitiale	02-Sap-2022
See attached / Voir plèce jointe Period of Services / Période de service: Initial Start Date / Date de début initale Extented End Date (See Reason for the Amendment) / D Option To Extend Initial End Date / Option pour pro	03-Sop-2021 late de fin prolongée (voir Raison pour la n longer la date de fin linitiale]			02-Sep-2022
See attached / Voir pléce jointe Period of Services / Période de service: Initial Start Date / Date de début initiale Extended End Date (See Reason for the Amendment) / D Option To Extend Initial End Date / Option pour pro Optional End Date(s) / Date(s) d	03-Sop-2021 late de fin prolongée (voir Raison pour la n longer la date de fin initiale de fin optionnelle(s)]	Siaks / Si	**4	02-Sep-2022
See attached / Voir pièce jointe Period of Services / Période de service: Initial Start Date / Date de début initiale Externed End Date (See Reason for the Amendment) / D Option To Extend Initial End Date / Option pour pro Optional End Date(s) / Date(s) d 03-Sep-202	03-Sop-2021 late de fin protongée (voir Raison pour la n lionger la date de fin linitiale de fin optionnelle(s)]	Slaka / St X in Effect / or	ahd n vigueur	02-Sap-2022
See attached / Voir pléce jointe Period of Services / Période de service: initial Start Date / Date de début initiale Extended End Date (See Reason for the Amendment) / D Option To Extend Initial End Date / Option pour prof Optional End Date(s) / Date(s) d 03-Sep-202	03-Sop-2021 Date de fin prolongée (voir Raison pour la n dionger la date de fin linitiale de fin optionnelle(s)]	Status / St X in Effect / er	onka n vegueur	02-Sep-2022
See attached / Voir pièce jointe Period of Services / Période de service: Initial Start Date / Date de début initiale Externed End Date (See Reason for the Amendment) / D Option To Extend Initial End Date / Option pour pro Optional End Date(s) / Date(s) d 03-Sep-202	03-Sop-2021 Date de fin prolongée (voir Raison pour la n dionger la date de fin linitiale de fin optionnelle(s)]	Slaka / St X in Effect / or	onka n vegueur	02-Sep-2022
See attached / Voir pièce jointe Period of Services / Période de service: Initial Start Date / Date de début vitude Extented End Date (See Reason for the Amendment) / D Option To Extend Initial End Date / Option pour pro Optional End Date(s) / Date(s) d 03-Sep-202 03-Sep-202	03-Sop-2021 Date de fin prolongée (voir Raison pour la n dionger la date de fin linitiale de fin optionnelle(s)]	Status / St X in Effect / er	onka n vegueur	02-Sep-2022
See attached / Voir pièce jointe Period of Services / Période de service: Initial Start Date / Date de début vitude Extented End Date (See Reason for the Amendment) / D Option To Extend Initial End Date / Option pour pro Optional End Date(s) / Date(s) d 03-Sep-202 03-Sep-202	03-Sop-2021 Date de fin prolongée (voir Raison pour la nisonger la date de fin initiale de fin optionnelle(s)] notification)	Status / St X in Effect / er	onka n vegueur	02-Sap-2022
See attached / Voir pléce jointe Period of Services / Période de service: Initial Start Date / Date de début initiale Extented End Date (See Reason for the Amendment) / D Option To Extend Initial End Date / Option pour pro Optional End Date(s) / Date(s) d 03-Sep-202	03-Sop-2021 late de fin protongée (voir Raison pour la n ionger la date de fin linitale de fin optionnelle(s) 11 12 13 14 Vanier Towers, 333 North River] nostification)	Status / Sta	onka n vegueur	02-Sap-2022
See attached / Voir pièce jointe Period of Services / Période de service: Initial Start Date / Date de début initiale Extended End Date (See Reason for the Amendment) / D Option To Extend Initial End Date / Option pour pro Optional End Date(s) / Date(s) d 03-Sep-202 03-Sep-202 03-Sep-202 Fravel Requirement(s) / Evigence(s) de voyage Work Location(s) / Leu(x) de travel PART 2 services para Colonia and the Telepost Autom / P Contractor Resource(s) and Estimated Cost /	03-Sop-2021 Date de fin prolongée (von Raison pour la nisonger la date de fin initiale de fin optionnelle(s) 11 12 13 14 Vanier Towers, 333 North River	Road Road Code total estimatif	Status / Sta	onka n vegueur	02-Sap-2022
See attached / Voir pièce jointe Period of Services / Période de service: nitial Start Date / Date de début initiale Extensed End Date (See Reason for the Amendment) / D Option To Extend Initial End Date / Option pour pro Optional End Date (S) / Date(s) d 03-Sep-202 03-Sep-202 03-Sep-202 Fravel Requirement(s) / Eugence(s) de voyage Work Location(s) / Lieu(x) de traves: PART 2 services per control de traves:	03-Sop-2021 late de fin protongée (ver Raison pour la nilonger la date de fin initiale de fin optionnelle(s) 11 12 13 14 14 15 15 16 17 17 18 18 18 18 18 18 18 18 18 18 18 18 18	Road Road Code total estimatif	Status / Sta	onka n vegueur	Total Estimated Cos
See attached / Voir pièce jointe Period of Services / Période de service: Initial Stan Date / Date de début initiale Extended End Date (See Reason for the Amendment) / D Option To Extend Initial End Date / Option pour pro Optional End Date (s) / Date(s) d 03-Sep-202 03-Sep-202 03-Sep-202 Fravel Requirement(s) / Eugenco(s) de voyage Nork Location(s) / Lieu(s) de travel PART 2 services per Calenda metro travelando de Autor o / P Contractor Resource(s) and Estimated Cost / Resource of the benegation and travelando de la benegation de l	03-Sop-2021 late de fin protongée (ver Raison pour la nilonger la date de fin initiale de fin optionnelle(s) 11 12 13 ARTIE 2 ***Common a *** ** ** ***Common a *** *** *** *** **** ***** *********	Road	Status / St X in Effect / er X in Effect / er O in Effect / er Onsario	oka n vigueur n vigueur n vigueur s vigueur Estimated Level of Effort (days) / Niveeu d'effort estimatef	Total Estimated Cost Coût total estimated
See attached / Voir pièce jointe Period of Services / Période de service: nitial Start Date / Date de début initiale Extented End Date (See Reason for the Amendment) / D Option To Extend Initial End Date / Option pour pro Optional End Date (S) / Date(s) d 03-Sep-202 03-Sep-202 03-Sep-202 Fravel Requirement(s) / Exigence(s) de voyage Work Location(s) / Lew(s) de travel PART 2 semples in the Continue and the Telephone Indicate of P Contractor Resource(s) and Estimated Cost / Manue / Norm Category and Level / Catégorie et Niveau	03-Sop-2021 late de fin protongée (ver Raison pour la nilonger la date de fin initiale de fin optionnelle(s) 11 12 13 ARTIE 2 ***Common a *** ** ** ***Common a *** *** *** *** **** ***** *********	Road	Status / St X in Effect / er X in Effect / er O in Effect / er OnSarlo Per Diem Rate / Teux journalier	oka n vigueur n vigueur n vigueur s vigueur Estimated Level of Effort (days) / Niveeu d'effort estimatef	Total Estimated Cost Cool total estimate \$156,000.0
See attached / Voir pièce jointe Period of Services / Période de service: nitial Start Date / Date de début initiale Extented End Date (See Reason for the Amendment) / D Option To Extend Initial End Date / Option pour pro Optional End Date (S) / Date(s) d 03-Sep-202 03-Sep-202 03-Sep-202 Fravel Requirement(s) / Exigence(s) de voyage Work Location(s) / Lew(s) de travel PART 2 semples in the Continue and the Telephone Indicate of P Contractor Resource(s) and Estimated Cost / Manue / Norm Category and Level / Catégorie et Niveau	03-Sop-2021 late de fin protongée (ver Raison pour la nilonger la date de fin initiale de fin optionnelle(s) 11 12 13 ARTIE 2 ***Common a *** ** ** ***Common a *** *** *** *** **** ***** *********	Road	Status / St X in Effect / or X in Effect / or O in Effect / or Ontario Per Diem Rate / Taux journalier	Estimated Level of Effort estimatel (jours)	Total Estimated Cost Cool total estimate \$156,000.6 \$156,000.6

	ī	Total Estimated Cost (Count total estimatif	\$176,280.00
Check applicable Basis of Payment / Cocher la Basis de Payment applicable	Maerium Price : Prix Maximum	X	Fam Price I Priu Forme	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'	AT PAR LE CANADA			
By signing this TA, the Technical Authorby the representative from the SPHMID of CBSA ender the PWISSC Contracting Authority certifybes) that the position of this TA is in accordance with the conditions of the Contract	En apposant sa agrature sur fAT, fauto contractione de TPSGC atteste(nt) que			
The clams's authorization and is When the value of a TA and its amandments (excluding Applicable Taxas) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWKCSC. Contracting Authority for subsatistion	cass of this knik, the TA must be signed by the sufficient and forwarded in the PVVCSC. (exclused by taxes applicables) dispasse core limbs. (AT does are signed par to clear) as			al karar-sa ir autorii
Jeff Carr				
CARR JEFFREY Date: 2021.07.20 11:13:24 -04'00'	Name of Contracting Authority - Ne in de	Poutor No. contractante	**************************************	***
Segnistore	Squiae			
Name of the représentative from the SPMMD of CBSA: Date Nominifus regrésentant de la DACBS de fASFC	∞ · · _.			
Signal set				
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CON	TRACTEUR			d
****			July /	20, 2021
Name and Title of individual authorized to sign on behalf of the Contractor / Noomat titre Signature de la personne autorisée à signer au nom de l'entrepreneux	Signature		D2	a s



Public Works and Government Services Services gouvernementaux Canada

a @						
A. General Information / Informations général						
Contract Number / Numéro du contrat :	47060-187626/001					
Contractor Name / Nom du Contractour	S.i. Consulting				Response required by	
Task Authorization (TA) No. N° de l'autorisation de tâches (AT) :	STOT No. N° de l'EDT	Financial Coding Code financier		Date of Issuance Date d'émission :	Réponse requise d'ici in	
2022089569	1000365123	2940 200 00		2021-07-19	2021-08-09	
B. For Amendments Only / Aux fins de modifi	cation sculement					
Amendment No / N° de la modification						
Reason for the Amendment / Raison pour la modification	tui Contraction					
C. TA Requirements / Exigences relatives à l'	AI					
Required Resource(s) / Ressource(s) requise(s)						
Category and Le Categorie et Niv		Estimated Level of Effort (days) / Niveau of effort estimatif (jours)	Linguistic Profile / Profile linguistique		Required Level(s) of Security / Niveau(x) de sécurité requis	
Project Manager	Level 3		E	inglish	Secret	
Statement of Work (tasks, deliverables, reports, etc.) / É See attached / Voir pièce jointe	noncé des travaux (táches, livrables, repp	orts, d.c.)				
Period of Services / Période de service:		•				
initial Start Date / Date de début initiale	03-Sep-2021	4 (Initial End Date	/ Date de fin initiale :	02-Sep-2022	
Extensed End Date (See Rosson for the Amendment) / C Option To Extend killial End Date / Option pour pro		nocascasion):				
Optional End Date(s) / Date(s) (le In optionelle(s)		Status / St	21.1		
03-Sep-202	:1		X in Effect/e	n vigueur		
03-Sep-202	2		X In Effect / en vigueur			
03-Sep-202	3	O h Effect / en vigueur				
Travel Requirement(s) / Exigence(s) de voyage:	n/a					
Work Location(s) / Lieu(x) de travall :	Vanier Towers, 333 North River	Road	Ontario			
PART 2 (completed by the Contractive analor the Technical Project Authoritie) / F	ARTIE 2 georgeologica Contractor alba, is Perspensible	a kerimayan / Cerangé du projety				
Contractor Resource(s) and Estimated Cost	Ressource(s) du Contracteur et (Coût total estimatif				
	T		Per Own Rate /	Estimated Level of Effort (days) / Niveau	Total Estimated Cost / Co0t total estimatif	
Name / Nom Category and Level / Categorie et Niveau	PWGSC Security File No. / N*du dossier de sécurité TPSGC	Unguistic Profile / Profil linguistique	Taux journalier	d'effort estimatif	COM MAIN COMPANY	
	dosser de sécunié TPSGC	Linguistic Profile / Profil linguistique	Teux journalier	0 enort esamaul (jours)		
Calegory and Level / Catégorie et Niveau	dosser de sécunié TPSGC	Linguistic Profile / Profil linguistique			\$175,680.00	
Calegory and Level / Catégorie et Niveau	dosser de sécunié TPSGC	Unguistic Profile / Profil linguistique Total Estimated Travel and Living Cor	Estimal	(jours) ted Cost / Coût estimatif	\$175,680.00 \$175,680.00 \$0.00	

		Total Estimated Cor	st / Coût total estimalif	\$198,518.40
Check applicable Basis of Payment / Cocher la Base de Palement applicable :	Maximum Price / Prix Maximum	X	Firm Price / Prix Fermo	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'	AT PAR LE CANADA			
By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.	En apposant sa signature sor IAT, facti contractante de TPSGC atteste(nt) que			
The client's authorization limit is \$250,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limbe d'autorisation du client est 335 (excluent les taxes applicables) dépass contractante de TPSGC pour autorisati	e ceste limite. (AT doit 8		nt transmise & fautorilé
Jeff Carr				
Name of Technical Authority / Nominic Parachle technique Date CARR JEFFREY Digitally signed by CARR JEFFREY Date: 2021.07.20 11:11:38 -04'00'	Name of Contracting Authority / Nom de	Fautorité contrastante	Dal	le.
Signature Signature	Significa			
Name of the representative from the SPMMD of CBSA / Date Nom due of the representative from the SPMMD of CBSA / Digitally signed by SAVARIA NANCY Di. C=ca, O=gc, OU=ccra-adrc, OU=PERSONNEL, CN=SAVARIA NANCY * SERIALNUMBER=2015324231038225 Reason: I am the author of this document Location: your signing location here Date: 2021709-02 11-14-125 Foxt PhantomPDF Version: 10.0.1	·····			
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CON	TRACTEUR			
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autonisée à signer au nom de l'entrepreneur	Signature		. Car	omeniaanaanaanaanaanaanaanaanaanaanaanaanaa



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical Project Authority) | PARTIE 1 (complete) part to Response bits inchnique (Charge du project)

A. General Information / Informations générale	\$				
Contract Number / Numéro du contrat :	47060-187626/002				
Contractor Name / Nom du Contracteur	TPG Consulting				
Task Authorization (TA) No. N° de l'autorisation de tâches (AT)	STOT No. N° de l'EDT	Financial Coding Code financier		Date of Issuance	Response required by Réponse requise d'ici le .
2022009631	1000365124	1950 400 20		2021-07-19	2021-08-09
B. For Amendments Only / Aux fins de modific	ation seulement				
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la modification					
C TA Davidson Ad Friday					
C. TA Requirements / Exigences relatives à 1'A	7				
Required Resource(s) / Ressource(s) requise(s)		Estimated Level of			Required Level(s) of
Category and Lev Catégorie et Nive		Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique		Security / Niveau(x) de sécurité requis
Business Analyst I	Level 3	English		Secret	
Statement of Work (tasks, deliverables, reports, etc.) / Ér See attached / Voir pièce jointe	oncé des travaux (tâches, livrables, rapp	orts, etc.)			
Period of Services / Période de service:					d is
hital Start Date / Date de début initiale	03-Sep-2021		nitial End Date	/ Date de fin initiale	02-Sep-2022
Extented End Date (See Reason for the Amendment) / Da	ite de fin prolongée (voir Raison pour la n	nodification)			**************************************
☐ Option To Extend Initial End Date / Option pour prok	onger la date de fin initiale				
Optional End Date(s) / Date(s) de	fin optionnelle(s)		Status / St	stut	
03-Sep-2021			X In Effect / e	n viaueur	
03-Sep-2022	2		X In Effect / e		
03-Sep-2023	}	-	O in Effect / er		
			O IL CIRCLY AI	i vigueur	
Travel Requirement(s) / Exigence(s) de voyage	n/a				
Work Location(s) / Lieu(x) de travail	Vanier Towers, 333 North River	Road	Ontario		
PART 2 (completed by the Contractor and/or the Technical Project Authority) / PA	ARTIE 2 (complésé par le Contracteur sitou le Responsable	e lactinique : Chargé du projet			
Contractor Resource(s) and Estimated Cost / Note once appared, with the following insources may previde sentices under this TA: Note					(III)
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
BA Level 3					\$156,000.00
			Estimat	ed Cost / Cout estimatil	\$156,000.00
	A.A	Total Estimated Travel and Living Cos	it / Cout total estim	atif de voyage et de vie	\$0.00
				Hst @ 13%	\$20,280.00

		Total Estimated Cos	t / Coût total estimatif	\$176,280.0
Check applicable Basis of Payment / Cocher la Base de Paiement applicable	Maximum Price / Prix Maximum :	X	Firm Price / Prix Ferme	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'	AT PAR LE CANADA			
By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Confract	En apposant sa signature sur (AT, /aut contractante de TPSGC atteste(nt) que	orité technique, le représ le contenu de cette AT	entant de la DAGBS de (ASFC est conforme aux conditions du	eVou (autorité contrat.
The clerit's authorization limit is \$256,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du client est \$25 (excluent les taxes applicables) dépase contractante de TPSGC pour autorisati	e cette fimite, "AT doit êt	de (AT et ses modifications re signée par le client autorisè	et transmise å lautorité
Jeff Carr				
Name of Technical Authority / Nom de fautorité technique Date	Name of Contracting Authority / Nom do	1 fautorité contractante	Oa	
CARR JEFFREY Digitally signed by CARR JEFFREY Date: 2021.07.23 13:18:47 -04'00'				
Signature	Signature		-	
Name of the representative from the SPMMD of CBSA / Date Normd'un représentant de la DAGBS de fASFC	-			
OTOOLE TAMMY Display superior OTTOOLE TAMES SECTION SE				
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CON	TRACTEUR	um 2727		
	:		0.14.24	/ 227/
arme and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur	ingranue e		- 4 () - 3	

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical Project Authority) / PARTIE 1 (complete) per le Response ble buchtque Charge du project

A. General Information / Informations générales

Contract Number / Numéro du contrat	47060-187626/002				
Contractor Name / Nom du Contracteur	TPG Consulting				
Task Authorization (TA) No. № de Fautorisation de tâches (AT)	STOT No. N° de l'EDT :	Financial Coding Code financier		Date of Issuance Date d'émission	Response required by Réponse requise d'ici le :
	1000365117	1950 400 40		2021-07-19	2021-08-09
B. For Amendments Only / Aux fins de modific	ation seulement		•••••••••••••••••••••••••••••••••••••••		~
Amendment No. / Nº de la modification					
Reason for the Amendment / Raison pour la modification					

C. TA Requirements / Exigences relatives à l'A Required Resource(s) / Ressource(s) requise(s)	<u>I</u>				
Category and Lev Catégorie et Nives		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)		Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Business Analyst L	evel 3		E	nglish	Secret
Statement of Work (tasks, deliverables, reports, etc.) / Énc	oncê des travaux (tâches, livrables, rappo	rts. etc.)			
See attached / Voir pièce jointe					
Period of Services / Période de service:					
Initial Start Date / Date de début initiale	03-Sep-2021		Initial End Date	' Date de fin initiale :	02-Sep-2022
Extented End Date (See Reason for the Amendment) / Da	<u> </u>	ļ		manded day of a second	
Option To Extend Initial End Date / Option pour proto	nger is date do fin initiale				
Optional End Date(s) / Date(s) de			Status / Sta	atu d	•
03-Sep-2021					
03-Sep-2022			X In Effect / er		
		X In Effect / en vigueur			
03-Sep-2023			O In Effect / en	vigueur	
Travel Requirement(s) / Exigence(s) de voyage	ln/a		***************************************		
Work Location(s) / Lieu(x) de travail :	Vanier Towers, 333 North River	Road	Ontario	***************************************	
PART 2 (complained by the Contraction and/or the Technical Project Authority / PA	RTIE 2 (complèté par la Contractorio effec la Respensable l	achriqua i Chargé du peopliq			
Contractor Resource(s) and Estimated Cost / Fillow occa approved, only the bittoms inscurres may provide services under the TA. Hose, under the TA.	Ressource(s) du Contracteur et C Motos appointés, poules les ressources surentes peuvent burnt de	Dût total estimatif			
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Cout total estimatif
BA Level 3		*****************************		****	\$156,000.00
· · · · · · · · · · · · · · · · · · ·			Estimate	ed Cost / Coût estimatif	\$156,000.00
		Total Estimated Travel and Living Cos	st / Coût total estim		\$0.00
		***		Hst @ 13%	\$20,280.00

	1	Total Estimated Cor	st / Coût total estimatif	\$176,280.00
Check applicable Basis of Payment / Cocher la Base de Paiement applicable	Maximum Price / Prix Maximum	(X)	Firm Price / Prix Ferme	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'	AT PAR LE CANADA			
By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is an accordance with the conditions of the Contract.	En apposant sa signature sur fAT, fauto contractante de TPSGC atteste(nt) que	rité technique, le repré: le contenu de cette AT	sentant de la OAGBS de l'ASFC (est conforme aux conditions du c	sVou fautorité contrat.
The client's authorization limit is 3200 000. When the value of a TA and its amendments (excluding Applicable Taxes) its in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du client est 329 (excluant les taxes applicables) dépass- contractante de TPSGC pour autorisati	s celle limite, l'AT doil é	r de fAT et ses modifications tre signée par le client autorisé e	t transmise à fautorité
Jeff Carr				
Name of Technical Authority / Nom de Tautorité technique Date CARR JEFFREY Date: 2021.07.20 11:08:39 -04'00'	Name of Contracting Authority / Nom de	l'autorité contractante	Dst	3
Signature	Signature			
Name of the representative from the SPMMD of CBSA / Date Nom of un représentant de la DAGBS de fASFC	-			
Signature				
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CON	TRACTEUR			
Name and live of indexozal authorized to sign on behalf of the Contractor?	orgnature		July Date	• • • • • • • • • • • • • • • • • • • •

Name and Title of individual authorized to sign on behalf of the Contractor ∂ Nom et titre Signature de la personne autorisée à signer au nem de fentrepreneur



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 purposed by the Televician Project Automaty / PARTIE 1 purposed parts in Proposed the Sections Charact Street

				: :	
A. General Information / Informations général	4 3 4 3				
Contract Number / Numéro du contrat	47060-187626/002				
Contractor Name / Nom du Contracteur	TPG Consulting				
Task Authorization (TA) No. N° de Fautorisation de tâches (AT)	STOT No. N° de l'EDT	Financial Coding Code financier		Date of Issuance Date d'émission	Response required by Réponse requise d'ici le :
2022009657	1000365117	1950 400 40		2021-07-19	2021-08-09
B. For Amendments Only / Aux fins de modifie	ation seulement		······		
Amendment No. / N° de la modification					
Reason for the Amendment / Raison pour la modification	iw.				
The state of the s					
C. TA Requirements / Exigences relatives à l'	AT				
Required Resource(s) / Ressource(s) requise(s)					
		Estimated Level of			Required Level(s) o
Category and Le Catégorie et Nive		Effort (days) / Niveau d'effort estimatif		: Profile / Profile guistique	Security / N veau(x) de sécuri
		(ious)			requis
Business Analyst	Level 3		E	inglish	Secret
Period of Services / Période de service: Initial Start Date / Date de début initiale	03-Sep-2021	J.	Initial End Date	/ Date de fin initiale :	02-Sep-2022
Extented End Date (See Reason for the Amendment) / D	ate de fin prolongée (voir Raison pour la n	nodification			
Option To Extend Initial End Date / Option pour pro	onger la date de fin initiale				
Optional End Date(s) / Date(s) d	e fin optionnelle(s)		Status / St	atut	
03-Sep-202	1	X In Effect / en vigueur			
03-Sep-202	2		X In Effect / e	n vigueur	
03-Sep-202	3		O In Effect / er	ı vigueur	
Travel Requirement(s) / Exigence(s) de voyage	ln/a		***************************************		***************************************
Work Location(s) / Lieu(x) de travail :	Vanier Towers, 333 North River	Road	Ontario		·
PART 2 (completed by the Contractor antifor the Technical Project Authority) / Pa	8.1	:			
Contractor Resource(s) and Estimated Cost / Note and approved only the bibring insources may provide services under this TA. Hota	Ressource(s) du Contracteur et C	Cout total estimatif			
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dessier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cos Coút total estimati
BA Level :	3			1999000	\$156,000.
			Estimat	ed Cost / Coût estimatif	\$156,000.
		Total Estimated Travel and Living Cos	st / Coût total estim	atif de voyage et de vie	\$0.0
				Hst @ 13%	\$20,280.0

	1	otal Estimated Co	st / Coût total estimatif	\$176,280.00
Check applicable Basis of Payment / Cocher la Base de Paiement applicable	Maximum Price / Prix Maximum	(X)	Firm Price / Prix Ferme	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'	AT PAR LE CANADA			
By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is an accordance with the conditions of the Contract.	En apposant sa signature sur fAT, fauto contractante de TPSGC atteste(nt) que	rité technique, le repré le contenu de cette AT	sentant de la OAGBS de l'ASF(est conforme aux conditions d	C eVou fautorité u contrat
The client's authorization limit is 3290 000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du client est \$256 (excluant les taxes applicables) dépasse contractante de TPSGC pour autorisation	s celle limite, l'AT doil é	r de fAT et ses modifications tre signée par le cEent autorisé	et transmise à fautorité
Jeff Carr				
Name of Technical Authority / Nom de l'autorité lecturique Date	Name of Contracting Authority / Nom de	l'autorité contractante	0	ste
CARR JEFFREY Digitally signed by CARR JEFFREY Date: 2021.07.20 11:08:39 -04'00'				
Signature	Signature			
Name of the representative from the SPMMD of CBSA / Date Nom d'un représentant de la DAGBS de fASFC	-			
SAVARIA Digitally signed by SAVARIA NANCY DN. Crea, O-go, O-UE-oradre, O-U=PERSONNEL, CN-SAVARIA NANCY + SERIALNIMBER-2015334231038225 Reason: I am the author of this document and the state of the series of the s				
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CON	FRACTEUR			
			July	20. 2021
Name and true of indevidual authorized to sign on behalf of the Contractor / Nomet titre Signature de la personne autorisée à signer au nom de fentrepreneur	and the second of the second o		· · · · · · · · · · · · · · · · · · ·	sie

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (com	splété par le Responsable technique / Chargé du projet)				
A. General Information / Informations générale	<u>s</u>				
Contract Number / Numéro du contrat :	47060-187626/001				
Contractor Name / Nom du Contracteur :	S.i. Consulting				
Task Authorization (TA) No. № de l'autorisation de tâches (AT) :	STOT No. Nº de l'EDT :	Financial Coding Code financier :		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
	1000365122	2940 300 00		2021-07-19	2021-08-09
B. For Amendments Only / Aux fins de modifica	ation seulement				
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la modification :					
C. TA Requirements / Exigences relatives à l'A	<u> </u>				
Required Resource(s) / Ressource(s) requise(s)					
Category and Leve Catégorie et Nivea		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic lin	Required Level(s) of Security / Niveau(x) de sécurité requis	
Project Manager Le	evel 3	English		Secret	
Statement of Work (tasks, deliverables, reports, etc.) / Énd	oncé des travaux (tâches, livrables, rappo	orts, etc.)			
See attached / Voir pièce jointe					
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :	03-Sep-2021] .	nitial End Date	/ Date de fin initiale :	02-Sep-2022
Extented End Date (See Reason for the Amendment) / Da	·	1			
☐ Option To Extend Initial End Date / Option pour prolo	nger la date de fin initiale				
Optional End Date(s) / Date(s) de			Status / St	atut	
03-Sep-2021			X In Effect / e	n vigueur	
03-Sep-2022			X In Effect / e		
03-Sep-2023					
03-3 c p-2023			O In Effect / er	n vigueur	
Travel Requirement(s) / Exigence(s) de voyage :	n/a				
Work Location(s) / Lieu(x) de travail :	Vanier Towers, 333 North River	Road	Ontario		
PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PA	RTIE 2 (complété par le Contracteur et/ou le Responsable	technique / Chargé du projet)			
Contractor Resource(s) and Estimated Cost / Fixor once approved, only the following resources may provide services urder this TA. / Nota: u					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
PM Level 3					\$175,680.00
			Estimat	ed Cost / Coût estimatif	\$175,680.00
		Total Estimated Travel and Living Cos	st / Coût total estim	atif de voyage et de vie	\$0.00

\$22,838.40

Hst @ 13%

		٦	otal Estimated Cos	st / Coût total estimatif	\$198,518.40
Check applicable Basis of Payment / Cocher la Base de Paiement applicable :		Maximum Price / Prix Maximum :	Х	Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANADA / I	PARTIE 3 - APPROBATION DE L'	AT PAR LE CANADA			
By signing this TA, the Technical Authority, the representative Contracting Authority certify(ies) that the content of this TA is i		En apposant sa signature sur l'AT, l'auto contractante de TPSGC atteste(nt) que			
The client's authorization limit is \$250,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.		La limite d'autorisation du client est \$25 (excluant les taxes applicables) dépassicontractante de TPSGC pour autorisation	e cette limite, l'AT doit ê		
Jeff Carr					
Name of Technical Authority / Nom de l'autorité technique	Date	Name of Contracting Authority / Nom de	l'autorité contractante		Date
Signature	_	Signature			
Name of the representative from the SPMMD of CBSA / Nom d'un représentant de la DAGBS de l'ASFC	Date	_			
Signature	_				
PART 4 - CONTRACTOR SIGNATURE / I	PARTIE 4 - SIGNATURE DU CON	TRACTEUR			
Name and Title of individual authorized to sign on behalf of the Nom et titre Signature de la personne autorisée à signer au no		Signature			Date

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (c	complété par le Responsable technique / Chargé du projet)				
A. General Information / Informations général	les				
Contract Number / Numéro du contrat :	47060-187626/001				
Contractor Name / Nom du Contracteur :	S.i. Consulting				
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT) :	STOT No. N° de l'EDT :	Financial Coding Code financier :		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
2022009658	1000365122	2940 300 00		2021-07-19	2021-08-09
B. For Amendments Only / Aux fins de modifi	cation seulement				
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la modification	n:				
C. TA Requirements / Exigences relatives à l'	'AT				
Required Resource(s) / Ressource(s) requise(s)					
Category and Le Catégorie et Niv		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)		: Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Project Manager	Level 3	English		inglish	Secret
Statement of Work (tasks, deliverables, reports, etc.) / É See attached / Voir pièce jointe	inoncé des travaux (tâches, livrables, rapp	orts, etc.)			
Period of Services / Période de service:		7			
Initial Start Date / Date de début initiale :	03-Sep-2021	_	Initial End Date	/ Date de fin initiale :	02-Sep-2022
Extented End Date (See Reason for the Amendment) / D		nouncation).			
Option To Extend Initial End Date / Option pour pro			Status / St	atut	
03-Sep-202					
03-Sep-202	_		X In Effect / e		
03-Sep-202			↑ In Effect / e		
03-3ер-202			O In Effect / er	n vigueur	
Travel Requirement(s) / Exigence(s) de voyage :	n/a				
Work Location(s) / Lieu(x) de travail :	Vanier Towers, 333 North River	Road	Ontario		
PART 2 (completed by the Contractor and/or the Technical/Project Authority) / F	PARTIE 2 (complété par le Contracteur et/ou le Responsable	e technique / Chargé du projet)			
Contractor Resource(s) and Estimated Cost . Note: once approved, only the following resources may provide services under this TA. / Nota					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
PM Level	3				\$175,680.00
			Estimat	ed Cost / Coût estimatif	\$175,680.00
		Total Estimated Travel and Living Cos	st / Coût total estim	atif de voyage et de vie	\$0.00
				Hst @ 13%	\$22,838.40

	т	otal Estimated Co	st / Coût total estimatif	\$198,518.40
Check applicable Basis of Payment / Cocher la Base de Paiement applicable :	Maximum Price / Prix Maximum :	X	Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L	AT PAR LE CANADA			
By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract	En apposant sa signature sur l'AT, l'auto contractante de TPSGC atteste(nt) que			
The client's authorization limit is \$250,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du client est \$256 (excluant les taxes applicables) dépasse contractante de TPSGC pour autorisation	e cette limite, l'AT doit ê		é et transmise à l'autorité
Jeff Carr				
Name of Technical Authority / Nom de l'autorité technique Date CARR Digitally signed by CARR JEFFREY Date: 2021.09.02 13:03:09 -04'00'	Name of Contracting Authority / Nom de	l'autorité contractante	ī	Date
Signature	Signature			
Name of the representative from the SPMMD of CBSA / Date Nom d'un représentant de la DAGBS de l'ASFC SAVARIA NANCY Digitally signed by SAVARIA NANCY DN. C=0, 0-9p. OU=core-adric, OU=PERSONNEL, CN=SAVARIA NANCY + SERIALNIMBER=2015324231038225 Reason. I am the author of this document Localiton, your signing location here Date to 1 10 4 20 1 13 4 10. Foxti PhendomPD-Version: 10.0.1	_			
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CON	ITRACTEUR			
	0.000			
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur	Signature		[Date

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

A. General Information / Informations généra	<u>les</u>					
Contract Number / Numéro du contrat :	47060-187626/001					
Contractor Name / Nom du Contracteur :	S.i. Consulting					
Task Authorization (TA) No. № de l'autorisation de tâches (AT) :	STOT No. № de l'EDT :	Financial Coding Code financier :		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :	
2022009709	1000365114	1950 400 30		2021-07-19	2021-08-09	
B. For Amendments Only / Aux fins de modifi	ication seulement					
Amendment No. / Nº de la modification :						
Reason for the Amendment / Raison pour la modificatio	n :					
C. TA Requirements / Exigences relatives à I	'AT					
Required Resource(s) / Ressource(s) requise(s)	<u>A1</u>					
		Estimated Level of			Required Level(s) of	
Category and Lo Catégorie et Niv		Effort (days) / Niveau d'effort estimatif (jours)		: Profile / Profile guistique	Security / Niveau(x) de sécurité requis	
Project Manager	Level 3	English		inglish	Secret	
Statement of Work (tasks, deliverables, reports, etc.) / É	noncé des travaux (tâches, livrables, rappo	orts, etc.)				
See attached / Voir pièce jointe						
Period of Services / Période de service:						
Initial Start Date / Date de début initiale :	03-Sep-2021]	Initial End Date	/ Date de fin initiale :	02-Sep-2022	
Extented End Date (See Reason for the Amendment) / [J				
☐ Option To Extend Initial End Date / Option pour pro	olonger la date de fin initiale					
Optional End Date(s) / Date(s)			Status / St	atut		
03-Sep-202			X In Effect / e			
03-Sep-202			1/			
		X In Effect / en vigueur				
03-Sep-202	23 ————————————————————————————————————		O In Effect / er	n vigueur		
Travel Requirement(s) / Exigence(s) de voyage :	n/a					
Work Location(s) / Lieu(x) de travail :	Vanier Towers, 333 North River	Road	Ontario			
PART 2 (completed by the Contractor and/or the Technical/Project Authority) / F	PARTIE 2 (complété par le Contracteur et/ou le Responsable	technique / Chargé du projet)				
Contractor Resource(s) and Estimated Cost Note: once approved, only the following resources may provide services under this TA. / Note	/ Ressource(s) du Contracteur et C	Coût total estimatif les services sous la préserte AT				
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif	
PM Level	3		!	1 (1-0.0)	\$175,680.00	
			Estimat	ed Cost / Coût estimatif	\$175,680.00	
		Total Estimated Travel and Living Cos	st / Coût total estim	atif de voyage et de vie	\$0.00	
				Hst @ 13%	\$22,838.40	

		٦	otal Estimated Cost	t / Coût total estimatif	\$198,518.40
Check applicable Basis of Payment / Cocher la Base de Paiement applicable :		Maximum Price / Prix Maximum :	Х	Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - A	PPROBATION DE L'A	AT PAR LE CANADA			
By signing this TA, the Technical Authority, the representative from the SPMMD of Contracting Authority certify(ies) that the content of this TA is in accordance with t		En apposant sa signature sur l'AT, l'auto contractante de TPSGC atteste(nt) que			
The client's authorization limit is \$250,000. When the value of a TA and its amendi Taxes) is in excess of this limit, the TA must be signed by the authorized client and Contracting Authority for authorization.		La limite d'autorisation du client est \$256 (excluant les taxes applicables) dépasse contractante de TPSGC pour autorisation	e cette limite, l'AT doit êtr		e et transmise à l'autorité
Jeff Carr					
Name of Technical Authority / Nom de l'autorité technique Date		Name of Contracting Authority / Nom de	l'autorité contractante	D	ate
CARR JEFFREY Digitally signed by 0 Date: 2021.07.20 11	CARR JEFFREY :08:05 -04'00'	Signature			
CARR JEFFREY Digitally signed by 0 Date: 2021.07.20 11	CARR JEFFREY :08:05 -04'00'	Signature			
Name of the representative from the SPMMD of CBSA / Date Nom d'un représentant de la DAGBS de l'ASFC	CARR JEFFREY :08:05 -04'00'	Signature			
Signature Name of the representative from the SPMMD of CBSA / Date	CARR JEFFREY :08:05 -04'00'	Signature			
Name of the representative from the SPMMD of CBSA / Date Nom d'un représentant de la DAGBS de l'ASFC Date Date	CARR JEFFREY :08:05 -04'00'	Signature			
Name of the representative from the SPMMD of CBSA / Date Nom d'un représentant de la DAGBS de l'ASFC Date Date SAVARIA NANCY SERIAL NANCY DISTRICT SERIAL NANCY SERIAL NANCY		-			
Name of the representative from the SPMMD of CBSA / Date Nom d'un représentant de la DAGBS de l'ASPC SAVARIA NANCY Resisti I am the author of the document -0.015324231039225 Resisti I am the author of the document -0.015324231039225 Signature Signature		-			2, 2021



Travaux publics et Government Services Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (compléted by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

_				
A. General Information / Informations of	<u>jénérales</u>			
Contract Number / Numéro du contrat :				
47419-A211212/ 47419-211212/001/EL				
Contractor Name / Nom du Contracteur : Expe	ris / Veritaaq			Response required
Task Authorization (TA) No.	Commitment No.	Financial Coding	Date of Issuance	by Réponse requise
Nº de l'autorisation de tâches (AT) :	N° de l'engagement :	Code financier :	Date d'émission :	
2022010652	1000367582	1910-200-30	13-Aug-2021	2021-08-20
B. For Amendments Only / Aux fins de	modification seuler	nent		
Amendment No. / N° de la modification :				
Reason for the Amendment / Raison pour la m	odification :			
·				
C TA Barrian manda / Frience and attack	> HAT			
C. TA Requirements / Exigences relative		4		
Required Resource(s) / Ressource(s) requise(S)	Testimente del evel et		
Category and Level Catégorie et Niveau		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Project Manager Level	3		English Essential	Level II (Secret)
Statement of Work (tasks, deliverables, reports	s. etc.) / Énoncé des tra	vaux (tâches, livrable	s. rapports. etc.)	
	,	,	, , ,	
See attached / Voir pièce jointe				
Period of Services / Période de service:				
Initial Start Date / Date de début initiale :	20 -Sep-2021] Ini	tial End Date / Date de fin initiale :	22-Jul-2022
Extented End Date (See Reason for the Amen	<u> </u>	J		
			,	
Option To Extend Initial End Date / Option		de fin initiale		
Optional End Date(s) / Date(s) de fin	optionnelle(s)		Status / Statut	
			O In Effect / en vigueur	
Travel Requirement(s) / Exigence(s) de voyage		ntuceto - C = 21141	NIL	. al
Work Location(s) / Lieu(x) de travail :	l Co	ontractor Faciliti	es or 333 North River Roa	ıa

Category and Level / Catégorie et Niveau	No. / Nº du dossier de sécurité TPSGC	Profil linguistique	Taux journalier	Niveau d'effort estimatif (jours)	Coût total estimatif
Project Manager Level 3					\$196,350.00
					\$0.00
	1		Estimated	I Cost / Coût estimatif	\$196,350.0
				Applicable Taxes	\$25,525.5
	Total Estimated Travel a	nd Living Cost / Coût	total estimatif	de voyage et de vie	\$0.0
		Total Estir	mated Cost / 0	Coût total estimatif	\$221,875.5
Check applicable Basis of Pa Cocher la Base de Paiement a	•	Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	\boxtimes
entracting Authority certify(ies) that the content of the the conditions of the Contract. The client's authorization limit is \$250,000. When the the contents (excluding Applicable Taxes) is in exclusionable to the content of the c	this TA is in accordance e value of a TA and its ess of this limit, the TA ed to the PWGSC	TPSGC atteste(nt) que contrat. La limite d'autorisation modifications (excluant les taxes app	e le contenu de c du client est 25 blicables) dépas	dient autorisé et/ou l'aut cette AT est conforme a 0,000 \$. Lorsque la valu se cette limite, l'AT doit actante de TPSGC pour	ux conditions du eur de l'AT et ses être signée par le clier
ontracting Authority certify(ies) that the content of the the conditions of the Contract. The client's authorization limit is \$250,000. When the contents (excluding Applicable Taxes) is in exclusionable to the client and forward ontracting Authority for authorization. Denis Normand The contraction Authority / Nom de l'autorité tech	e value of a TA and its ess of this limit, the TA ed to the PWGSC	TPSGC atteste(nt) que contrat. La limite d'autorisation modifications (excluant les taxes app	e le contenu de c du client est 25 blicables) dépass à l'autorité contra	cette AT est conforme a 0,000 \$. Lorsque la valu se cette limite, l'AT doit actante de TPSGC pour	ux conditions du eur de l'AT et ses être signée par le clier
ontracting Authority certify(ies) that the content of the the conditions of the Contract. The client's authorization limit is \$250,000. When the nendments (excluding Applicable Taxes) is in exclusionable to the signed by the authorized client and forward ontracting Authority for authorization. Denis Normand The contraction of Technical Authority / Nom de l'autorité technical Authority / Digitally signed by NORMAND DENIS	e value of a TA and its ess of this limit, the TA ed to the PWGSC	TPSGC atteste(nt) que contrat. La limite d'autorisation modifications (excluant les taxes appautorisé et transmise à	e le contenu de c du client est 25 blicables) dépass à l'autorité contra	cette AT est conforme a 0,000 \$. Lorsque la valu se cette limite, l'AT doit actante de TPSGC pour	ux conditions du eur de l'AT et ses être signée par le clier autorisation
ame of Technical Authority / Nom de l'autorité tech NORMAND Digitally signed by NORMAND DENIS DENIS Date: 2021.08.13	e value of a TA and its ess of this limit, the TA ed to the PWGSC	TPSGC atteste(nt) que contrat. La limite d'autorisation modifications (excluant les taxes appautorisé et transmise à	e le contenu de c du client est 25 blicables) dépass à l'autorité contra	cette AT est conforme a 0,000 \$. Lorsque la valu se cette limite, l'AT doit actante de TPSGC pour	ux conditions du eur de l'AT et ses être signée par le clier autorisation
contracting Authority certify(ies) that the content of the the conditions of the Contract. The client's authorization limit is \$250,000. When the conditions of the Contract is ecclient's authorization limit is \$250,000. When the condition is in exclusion is in exclusion in exclusion in exclusion in exclusion. Denis Normand The contracting Authority for authorization. Denis Normand The contraction is in exclusion in exclusion in exclusion. Denis Normand The contraction is in exclusion in	e value of a TA and its ess of this limit, the TA ed to the PWGSC	TPSGC atteste(nt) que contrat. La limite d'autorisation modifications (excluant les taxes app autorisé et transmise à Name of Contracting A contractante	e le contenu de c du client est 25 blicables) dépass à l'autorité contra	cette AT est conforme a 0,000 \$. Lorsque la valu se cette limite, l'AT doit actante de TPSGC pour	ux conditions du eur de l'AT et ses être signée par le clier autorisation
e client's authority certify(ies) that the content of the the conditions of the Contract. e client's authorization limit is \$250,000. When the the conditions of the Contract. e client's authorization limit is \$250,000. When the the conditions of the contract of the co	e value of a TA and its ess of this limit, the TA ed to the PWGSC 2021-08-05	TPSGC atteste(nt) que contrat. La limite d'autorisation modifications (excluant les taxes app autorisé et transmise à Name of Contracting A contractante	e le contenu de c du client est 25 blicables) dépass à l'autorité contra	cette AT est conforme a 0,000 \$. Lorsque la valu se cette limite, l'AT doit actante de TPSGC pour	ux conditions du eur de l'AT et ses être signée par le clier autorisation
contracting Authority certify(ies) that the content of the the conditions of the Contract. The client's authorization limit is \$250,000. When the conditions is in exclusional contracting Authority for authorized client and forward contracting Authority for authorization. Denis Normand The contracting Authority / Nom de l'autorité technical Authority / Nom de l'	e value of a TA and its ess of this limit, the TA ed to the PWGSC 2021-08-05 Tr Date	TPSGC atteste(nt) que contrat. La limite d'autorisation modifications (excluant les taxes appautorisé et transmise à autorisé et transmise à contractante Name of Contracting A contractante	e le contenu de conte	cette AT est conforme a 0,000 \$. Lorsque la valu se cette limite, l'AT doit actante de TPSGC pour	ux conditions du eur de l'AT et ses être signée par le clier autorisation

1000367582 - 2022010652 - TA (002)

Final Audit Report 2021-09-17

Created:	2021-09-17

By:

Status: Signed

Transaction ID: CBJCHBCAABAAMeb42bwowsa5hvkTfklVYBWS907vTyIN

"1000367582 - 2022010652 - TA (002)" History

Document created by 2021-09-17 - 5:16:46 PM GMT-

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Agreement completed.
2021-09-17 - 5:59:45 PM GMT





Travaux publics et Government Services Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (compléted by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

-					
A. General Information / Informations g	<u>énérales</u>				
Contract Number / Numéro du contrat :					
47419-A211212/ 47419-211212/001/EL					
Contractor Name / Nom du Contracteur : Expe	ris / Veritaaq				Response required
Task Authorization (TA) No.	Commitment No.	Financial	Coding	Date of Issuance	by Réponse requise
Nº de l'autorisation de tâches (AT) :	Nº de l'engagement :	Code fina	ancier :	Date d'émission :	d'ici le :
2022010654	1000367583	1910-200	0-30	13-Aug-2021	20-Aug-2021
B. For Amendments Only / Aux fins de	modification seulem	nent			
Amendment No. / N° de la modification :					
Reason for the Amendment / Raison pour la m	odification :				
Trouber les alle / alle la	odinoddori .				
C. TA Requirements / Exigences relative		_			
Required Resource(s) / Ressource(s) requise(s)	S)	1			
Category and Level Catégorie et Niveau		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)		: Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Project Manager Level	3		Englis	sh Essential	Level II (Secret)
Statement of Work (tasks, deliverables, reports	s, etc.) / Énoncé des trav	aux (tâches, livrable	s, rapports, etc	c.)	
See attached / Voir pièce jointe					
Period of Services / Période de service:		1			
Initial Start Date / Date de début initiale :	20-Sep-2021			Date de fin initiale :	22-Jul-2022
Extented End Date (See Reason for the Amend	dment) / Date de fin prol	ongée (voir Raison p	our la modifica	ation):	
☐ Option To Extend Initial End Date / Option	pour prolonger la date d	de fin initiale			
Optional End Date(s) / Date(s) de fin	optionnelle(s)		Sta	itus / Statut	
			O In E	ffect / en vigueur	
Travel Requirement(s) / Exigence(s) de voyage		44 =	NIL	de de Di	_1
Work Location(s) / Lieu(x) de travail :	Co	ntractor Faciliti	es or 333 l	North River Roa	a

ote: once approved, only the following resources may provide services und					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / N° du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Co / Coût total estimat
Project Manager Level 3					\$196,350.0
			Estimated	Cost / Coût estimatif	\$196,350.0
				Applicable Taxes	\$25,525.5
	Total Estimated Travel a	nd Living Cost / Coût	total estimatif	f de voyage et de vie	\$0.0
			mated Cost /	Coût total estimatif	\$221,875.5
Check applicable Basis of Pa Cocher la Base de Paiement ap		Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	\boxtimes
		contrat.			
nendments (excluding Applicable Taxes) is in exceust be signed by the authorized client and forward	ess of this limit, the TA	La limite d'autorisation modifications (excluant les taxes app	olicables) dépas	se cette limite, l'AT doit	être signée par le cli
nendments (excluding Applicable Taxes) is in exceust be signed by the authorized client and forwards ontracting Authority for authorization.	ess of this limit, the TA ed to the PWGSC	La limite d'autorisation modifications (excluant les taxes app	olicables) dépas		être signée par le cli
nendments (excluding Applicable Taxes) is in exceust be signed by the authorized client and forwards ontracting Authority for authorization. Denis Normand	ess of this limit, the TA ed to the PWGSC 2021-08-05	La limite d'autorisation modifications (excluant les taxes app	olicables) dépas l'autorité contra	se cette limite, l'AT doit actante de TPSGC pour	être signée par le cli
nendments (excluding Applicable Taxes) is in excessive to be signed by the authorized client and forward contracting Authority for authorization. Denis Normand Technical Authority / Nom de l'autorité technical Authority / Nom de l'autorité technical Signed by NORMAND DENIS	ess of this limit, the TA ed to the PWGSC 2021-08-05	La limite d'autorisation modifications (excluant les taxes app autorisé et transmise à	olicables) dépas l'autorité contra	se cette limite, l'AT doit actante de TPSGC pour	être signée par le cli r autorisation
nendments (excluding Applicable Taxes) is in exceusit be signed by the authorized client and forward ontracting Authority for authorization. Denis Normand Technical Authority / Nom de l'autorité technology DENIS DENIS Date: 2021.08.13 13:44:07-04'00'	ess of this limit, the TA ed to the PWGSC 2021-08-05	La limite d'autorisation modifications (excluant les taxes app autorisé et transmise à	olicables) dépas l'autorité contra	se cette limite, l'AT doit actante de TPSGC pour	être signée par le cli r autorisation
nendments (excluding Applicable Taxes) is in exceusit be signed by the authorized client and forward contracting Authority for authorization. Denis Normand Technical Authority / Nom de l'autorité technology DENIS DENIS Date: 2021.08.13 13:44:07-04'00'	ess of this limit, the TA ed to the PWGSC 2021-08-05	La limite d'autorisation modifications (excluant les taxes app autorisé et transmise à Name of Contracting A contractante	olicables) dépas l'autorité contra	se cette limite, l'AT doit actante de TPSGC pour	être signée par le cli r autorisation
nendments (excluding Applicable Taxes) is in exceusit be signed by the authorized client and forward contracting Authority for authorization. Denis Normand ame of Technical Authority / Nom de l'autorité tech NORMAND DENIS Date: 2021.08.13 13:44:07-04'00' gnature ame of the representative from Canada Border ervices Agency	ess of this limit, the TA ed to the PWGSC 2021-08-05	La limite d'autorisation modifications (excluant les taxes app autorisé et transmise à Name of Contracting A contractante	olicables) dépas l'autorité contra	se cette limite, l'AT doit actante de TPSGC pour	être signée par le cli r autorisation
nendments (excluding Applicable Taxes) is in exceusit be signed by the authorized client and forward contracting Authority for authorization. Denis Normand Technical Authority / Nom de l'autorité technormand Digitally signed by NORMAND DENIS Date: 2021.08.13 13:44:07 -04'00' Tennis Normand Digitally signed by NORMAND DENIS Date: 2021.08.00 Date: 2021.08.13 13:44:07 -04'00' Tennis Normand	ess of this limit, the TA ed to the PWGSC 2021-08-05 IT Date	La limite d'autorisation modifications (excluant les taxes app autorisé et transmise à Name of Contracting A contractante	olicables) dépas l'autorité contra	se cette limite, l'AT doit actante de TPSGC pour	être signée par le cli r autorisation
mendments (excluding Applicable Taxes) is in exceusit be signed by the authorized client and forward contracting Authority for authorization. Denis Normand Technical Authority / Nom de l'autorité tech NORMAND Digitally signed by NORMAND DENIS Date: 2021.08.13 13:44:07-04'00' Taxes appropries a gradient of the representative from Canada Border ervices Agency om du représentant de l'Agence des services ontaliers du Canada	ess of this limit, the TA ed to the PWGSC 2021-08-05 IT Date	La limite d'autorisation modifications (excluant les taxes app autorisé et transmise à Name of Contracting A contractante	olicables) dépas l'autorité contra	se cette limite, l'AT doit actante de TPSGC pour	être signée par le cli r autorisation
mendments (excluding Applicable Taxes) is in exceusit be signed by the authorized client and forward ontracting Authority for authorization. Denis Normand ame of Technical Authority / Nom de l'autorité tech NORMAND Digitally signed by NORMAND DENIS Date: 2021.08.13 13:44:07 -04'00' Ignature ame of the representative from Canada Border ervices Agency om du représentant de l'Agence des services ontaliers du Canada	ess of this limit, the TA ed to the PWGSC 2021-08-05 T Date Date	La limite d'autorisation modifications (excluant les taxes appautorisé et transmise à Name of Contracting A contractante	olicables) dépas l'autorité contra uthority / Nom d	se cette limite, l'AT doit actante de TPSGC pour de l'autorité	être signée par le cl r autorisation
ame of Technical Authority / Nom de l'autorité tech NORMAND Digitally signed by NORMAND DENIS DENIS Date: 2021.08.13	ess of this limit, the TA ed to the PWGSC 2021-08-05 T Date Date	La limite d'autorisation modifications (excluant les taxes appautorisé et transmise à Name of Contracting A contractante	olicables) dépas l'autorité contra uthority / Nom d	se cette limite, l'AT doit actante de TPSGC pour de l'autorité	être signée par le cl r autorisation

1000367583 - 2022010654 - TA (002)

Final Audit Report 2021-09-17

Created: 2021-09-17

By:

Status: Signed

Transaction ID: CBJCHBCAABAAvz8I_FpzwygoliKpV-P6gJfccQ3vQajd

"1000367583 - 2022010654 - TA (002)" History

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Document e-signed by
Signature Date: 2021-09-17 - 5:59:20 PM GMT - Time Source: server-

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2021-09-17 - 5:59:20 PM GMT





Travaux publics et Government Services Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

A. General Information / Informations	générales_				
Contract Number / Numéro du contrat : 47419-B211212 / 47419-211212/002/E	L				
Contractor Name / Nom du Contracteur : SI S	ystems				Dognanaa raquirad
Task Authorization (TA) No. № de l'autorisation de tâches (AT) :	Commitment No. Nº de l'engagement :	Financial C Code finan		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
2022010656	1000367588	1910-200-30		2021-08-13	2021-08-20
B. For Amendments Only / Aux fins de	modification seulen	<u>nent</u>			
Amendment No. / Nº de la modification :		N/A			
Reason for the Amendment / Raison pour la m	nodification :	N/A			
C. TA Requirements / Exigences relation	ves à l'AT				
Required Resource(s) / Ressource(s) requise(s)	1			
Category and Level Catégorie et Niveau		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)		: Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Technology Architect, Legacy, Level 3			English Esser	ntial	Secret
Statement of Work (tasks, deliverables, report	s, etc.) / Énoncé des tra	vaux (tâches, livrable	s, rapports, etc	C.)	
See attached / Voir pièce jointe					
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :	20 -Sep-2021] Ini	itial End Date /	Date de fin initiale :	22-Jul-2022
Extented End Date (See Reason for the Amer	dment) / Date de fin pro	longée (voir Raison p	our la modifica	ation):	
☐ Option To Extend Initial End Date / Option	n pour prolonger la date	de fin initiale			
Optional End Date(s) / Date(s) de fir	optionnelle(s)		Sta	atus / Statut	
			O In E	ffect / en vigueur	
Travel Requirement(s) / Exigence(s) de voyag	n/a				
Work Location(s) / Lieu(x) de travail :	Contractor Facilitie	es or 333 North R	River Road		-

Contractor Resource(s) and Estimated					
Note: once approved, only the following resources may provide services und Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux	Estimated Level of Effort (days) / Niveau d'effort	Total Estimated Cos
Catagory and Later / Catagorie Strineau	sécurité TPSGC	1 Tom migalouquo	journalier	estimatif (jours)	Coût total estimatif
Technology Architect (Legacy) Level 3					\$214,600.00
					\$0.00
	l		Estimated	I Cost / Coût estimatif	\$214,600.00
				Applicable Taxes	\$27,898.00
	Total Estimated Travel a	nd Living Cost / Coût	total estimatif	de voyage et de vie	\$0.00
		Total Esti	mated Cost /	Coût total estimatif	\$242,498.00
Check applicable Basis of Pa Cocher la Base de Paiement a		Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	\boxtimes
By signing this TA, the authorized client authority and Contracting Authority certify(ies) that the content of twith the conditions of the Contract. The client's authorization limit is \$250,000. When the authorized client and forwards contracting Authority for authorized client and forwards Contracting Authority for authorization. Denis Normand Denis Normand Digitally signed by NORMAND DENIS DENIS DENIS Digitally signed by NORMAND DENIS Date: 2021.08.13 13:24:20 -04'00'	d/or the PWGSC his TA is in accordance e value of a TA and its ess of this limit, the TA ed to the PWGSC 2021-08-05	En apposant sa signat TPSGC atteste(nt) que contrat. La limite d'autorisation modifications (excluant les taxes app	ure sur l'AT, le c e le contenu de c du client est 25 dicables) dépass l'autorité contra	lient autorisé et/ou l'aut lette AT est conforme a 0,000 \$. Lorsque la val se cette limite, l'AT doit loctante de TPSGC pour	ux conditions du eur de l'AT et ses être signée par le clien
ame of the representative from Canada Border ervices Agency om du représentant de l'Agence des services ontaliers du Canada ignature	Date - RE / PARTIE 4 - SIG	GNATURE DU C	ONTRACTI	≣UR	
					_
		 .	_	9/1	7/2021
Name and Title of individual authorized to sign on be Nom et titre Signature de la personne autorisée à sig entrepreneur		Signature			Date



Travaux publics et Government Services Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

A. General Information / Informations o	nénérales				
Contract Number / Numéro du contrat : 47419-B211212 / 47419-211212/002/EL					
Contractor Name / Nom du Contracteur : SI \$	Systems				
Task Authorization (TA) No. N° de l'autorisation de tâches (AT) :	Commitment No. Nº de l'engagement :	Financial C Code finar	-	Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
2022010659	1000367589	1910-200-30		2021-08-13	2021-08-20
B. For Amendments Only / Aux fins de	modification seulen	nent_	•		
Amendment No. / Nº de la modification :		N/A			
Reason for the Amendment / Raison pour la m	odification :	N/A			
C. TA Requirements / Exigences relative	νος à l'ΔΤ				
Required Resource(s) / Ressource(s) requise(1			
Trequired resource(s) / resource(s) requise(Estimated Level of	Ī		<u></u>
Category and Level Catégorie et Niveau		Effort (days) / Niveau d'effort estimatif (jours)		c Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Technology Architect, Legacy, Level 3			English Esser	ntial	Secret
Statement of Work (tasks, deliverables, report	s, etc.) / Énoncé des trav	vaux (tâches, livrable	s, rapports, et	c.)	•
See attached / Voir pièce jointe					
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :	20-Sep-2021	Initia	I End Date / D	ate de fin initiale :	22-Jul-2022
Extented End Date (See Reason for the Amen		ם longée (voir Raison p	our la modifica	ation):	
☐ Option To Extend Initial End Date / Option	n pour prolonger la date	de fin initiale			
Optional End Date(s) / Date(s) de fir			Sta	atus / Statut	
			O In E	ffect / en vigueur	
		<u> </u>			
Travel Requirement(s) / Exigence(s) de voyago	n/a				
Work Location(s) / Lieu(x) de travail :	Contractor Facilitie	es or 333 North F	River Road		

pt / Nt	PWGSC Security File	Lineard C. B. St. 1	Per Diem	Estimated Level of	Total Estimated Co			
Name / Nom Category and Level / Catégorie et Niveau	No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Rate / Taux journalier	Effort (days) / Niveau d'effort estimatif (jours)	/ Coût total estimatit			
Technology Architect (Legacy) Level 3					\$214,600.0			
					\$0.0			
		'	Estimated	Cost / Coût estimatif	\$214,600.0			
Applicable Taxes								
	Total Estimated Travel a	nd Living Cost / Coût	total estimatif	de voyage et de vie	\$0.0			
		Total Estir	mated Cost /	Coût total estimatif	\$242,498.0			
Check applicable Basis of Pa Cocher la Base de Paiement a	•	Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	\boxtimes			
rith the conditions of the Contract. he client's authorization limit is \$250,000. When the mendments (excluding Applicable Taxes) is in exclusionable to the signed by the authorized client and forward	e value of a TA and its ess of this limit, the TA	contrat. La limite d'autorisation modifications (excluant les taxes app	du client est 25	ette AT est conforme a 0,000 \$. Lorsque la vale se cette limite, l'AT doit ictante de TPSGC pour	eur de l'AT et ses être signée par le clier			
with the conditions of the Contract. The client's authorization limit is \$250,000. When the imendments (excluding Applicable Taxes) is in excapast be signed by the authorized client and forward contracting Authority for authorization. Denis Normand Jame of Technical Authority / Nom de l'autorité tech NORMAND DENIS	e value of a TA and its ess of this limit, the TA ed to the PWGSC	contrat. La limite d'autorisation modifications (excluant les taxes app	du client est 25 dicables) dépas: l'autorité contra	ette AT est conforme a 0,000 \$. Lorsque la valu se cette limite, l'AT doit ictante de TPSGC pour	ux conditions du eur de l'AT et ses être signée par le clier			
with the conditions of the Contract. The client's authorization limit is \$250,000. When the immendments (excluding Applicable Taxes) is in excursion in the signed by the authorized client and forward contracting Authority for authorization. Denis Normand Name of Technical Authority / Nom de l'autorité technology NORMAND DENIS Digitally signed by NORMAND DENIS Date: 2021.08.13 14:00:22 -04'00'	e value of a TA and its ess of this limit, the TA ed to the PWGSC	contrat. La limite d'autorisation modifications (excluant les taxes app autorisé et transmise à Name of Contracting A contractante	du client est 25 dicables) dépas: l'autorité contra	ette AT est conforme a 0,000 \$. Lorsque la valu se cette limite, l'AT doit ictante de TPSGC pour	ux conditions du eur de l'AT et ses être signée par le clier autorisation			
with the conditions of the Contract. The client's authorization limit is \$250,000. When the immendments (excluding Applicable Taxes) is in exceptual to be signed by the authorized client and forward contracting Authority for authorization. Denis Normand Jame of Technical Authority / Nom de l'autorité technology NORMAND DENIS DENIS Date: 2021.08.13 14:00:22 -04'00'	e value of a TA and its ess of this limit, the TA ed to the PWGSC	contrat. La limite d'autorisation modifications (excluant les taxes app autorisé et transmise à	du client est 25 dicables) dépas: l'autorité contra	ette AT est conforme a 0,000 \$. Lorsque la valu se cette limite, l'AT doit ictante de TPSGC pour	ux conditions du eur de l'AT et ses être signée par le clier autorisation			
NORMAND DENIS DENIS Name of Technical Authority / Nom de l'autorité tech Digitally signed by NORMAND DENIS Date: 2021.08.13	e value of a TA and its ess of this limit, the TA ed to the PWGSC	contrat. La limite d'autorisation modifications (excluant les taxes app autorisé et transmise à Name of Contracting A contractante	du client est 25 dicables) dépas: l'autorité contra	ette AT est conforme a 0,000 \$. Lorsque la valu se cette limite, l'AT doit ictante de TPSGC pour	ux conditions du eur de l'AT et ses être signée par le clier autorisation			
the client's authorization limit is \$250,000. When the mendments (excluding Applicable Taxes) is in exclusion be signed by the authorized client and forward contracting Authority for authorization. Denis Normand Iame of Technical Authority / Nom de l'autorité technomomomomomomomomomomomomomomomomomomom	e value of a TA and its ess of this limit, the TA ed to the PWGSC 2021-08-05	contrat. La limite d'autorisation modifications (excluant les taxes app autorisé et transmise à Name of Contracting A contractante	du client est 25 dicables) dépas: l'autorité contra	ette AT est conforme a 0,000 \$. Lorsque la valu se cette limite, l'AT doit ictante de TPSGC pour	ux conditions du eur de l'AT et ses être signée par le clier autorisation			
with the conditions of the Contract. The client's authorization limit is \$250,000. When the mendments (excluding Applicable Taxes) is in excursion and contracting Authority for authorized client and forward contracting Authority for authorization. Denis Normand Itame of Technical Authority / Nom de l'autorité technology. Digitally signed by NORMAND DENIS Date: 2021.08.13 14:00:22 -04'00' Signature Itame of the representative from Canada Border Services Agency Itame de l'Agence des services	e value of a TA and its ess of this limit, the TA ed to the PWGSC 2021-08-05 In Date	contrat. La limite d'autorisation modifications (excluant les taxes app autorisé et transmise à Name of Contracting A contractante	du client est 25 dicables) dépas i l'autorité contra uthority / Nom d	ette AT est conforme a 0,000 \$. Lorsque la vale se cette limite, l'AT doit actante de TPSGC pour	ux conditions du eur de l'AT et ses être signée par le clier autorisation			



Contract Number / Numéro du contrat :

Contractor Name / Nom du Contracteur :

A. General Information / Informations générales

Travaux publics et Services gouvernementaux Canada

47419-206529 001 EL

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Dalian Enterprises and Coradix Technology Consulting, in Joint Venture

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

Task Authorization (TA) No. N⁰ de l'autorisation de tâches (AT)			oding ncier	Date of Issuance Date d'émission	Response required by Réponse requise d'ici le
2022009672 2022010861	1000367019	190810070, 200	01, 30700	2021-09-09	2021-09-09
B. For Amendments Only / Aux fins de	modification seulen	<u>nent</u>			
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la n	nodification:				
C. TA Requirements / Exigences relati	ves à l'AT				
Required Resource(s) / Ressource(s) requise((s)				
Category and Level Catégorie et Niveau		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)		c Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Technology Architect Level 3			Englis	sh Essential	Reliability / Fiabilité
Statement of Work (tasks, deliverables, report	s, etc.) / Énoncé des tra	vaux (tâches, livrable	s, rapports, e	tc.):	
See attached / Voir pièce jointe					
Period of Services / Période de service:					7
Initial Start Date / Date de début initiale :	Sept. 09, 2021	_		Date de fin initiale :	Aug. 19 , 2022
Extented End Date (See Reason for the Amer	ndment) / Date de fin pro	longée (voir Raison p	our la modific	eation):	
Option To Extend Initial End Date / Opt	tion pour prolonger la dat	e de fin initiale			
Optional End Date(s) / Date(s) de fir	n optionnelle(s)			Status / Statut	
			0 1	n Effect / en vigueur	
Travel Requirement(s) / Exigence(s) de voyage :					

Work Location(s) / Lieu(x)	de travail :	Remote						
PART 2 (completed by the Contr	actor and/or the Technical/Proje	ct Authority) / PARTIE 2 (c	omplété par le Contracteur et/ou	u le Responsable techn	ique / Chargé du projet)			
Contractor Resource								
Name / N Category and Level / Ca		PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Fixed Cost Rate for the Project	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif		
Technology Arch	itect Level 3					\$199 440,00		
				Estimated (Cost / Coût estimatif	\$199 440,00		
					нѕт	\$25 927,20		
			Total Estir	mated Cost /	S S S S S S S S S S S S S S S S S S S			
	oplicable Basis of Pa Base de Paiement a		Maximum Price / Prix Maximum :	X	Firm Price / Prix Ferme :			
PART 3 - TA APPRO By signing this TA, the authorit Authority certify(ies) that the or conditions of the Contract. The client's authorization limit amendments (excluding Applii be signed by the authorized cl Authority for authorization.	zed client authority and, ontent of this TA is in ac is \$300,000. When the cable Taxes) is in exces	/or the PWGSC Contracting coordance with the value of a TA and its so of this limit, the TA must	En apposant sa signat atteste(nt) que le conte La limite d'autorisation (excluant les taxes app	ure sur l'AT, le c enu de cette AT o du client est \$30 blicables) dépass	lient autorisé et/ou l'auto est conforme aux conditi 00,000. Lorsque la valeu	ons du contrat. r de l'AT et ses modifications tre signée par le client autorisé		
Name of Technical Authority / technique YOUNG MEGAN Signature	Nom de l'autorité Digitally signed by Y MEGAN Date: 2021.09.02 13: -04'00'		DECARI OLIVIE Signature	IE Je IR do	e l'autorité contractante suis l'auteur d cument -09-2021 11:0	u		
[If applicable, insert the following representative from (insert the [Ajouter ce qui suit, s'il y a lieu de (insérer le nom du Ministèr	Department name) Nom du représentant	Date						
Signature		-						
PART 4 - CONTRAC	CTOR SIGNATU	RE / PARTIE 4 - SIG	GNATURE DU C	CONTRACT	EUR			
Name and Title of individual a Nom et titre Signature de la pe	-		Signature			Date		

Public Works and

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Aut	thority) / PARTI	E 1 (complété par	le Responsable technique / Charge	é du projet)					
A. General Information / Inform	ations généra	ales							
Contract Number / Numéro du contra	at: 47419-B21	1212							
Contractor Name / Nom du Contracte	eur : S.I. System	S							
 Task Authorization (TA) No. / Nº de (l'autorisation de tâches (AT) :	Commitment No l'engagement :		nancial Coding / Code nancier :	Date of Issuance / D d'émission :		se required by / e requise par :			
	1000366640	19	91020030/2001/30700	Sep 9, 2021		•			
B. For Amendments Only / Aux	B. For Amendments Only / Aux fins de modification seulement								
Amendment No. / № de la modification	on :								
Reason for the Amendment / Raison	pour la modifica	ation :							
C. TA Requirements / Exigences	relatives à l' <i>l</i>	AT							
Required Resource(s) / Ressource(s) re		<u></u>							
Category / Catégorie		Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(Niveau(x) de sé				
47419-B211212_TAL3_Developm Specialist_001	ent Centre	3		English / Anglais	Secret	[+]			
Statement of Work (tasks, deliverable	es, reports, etc.)	/ Énoncé des tr	ravaux (tâches, livrables	s, rapports, etc.)					
See attached/voir ci-joint									
Period of Services / Période de serv	/ice:								
Initial Start Date / Date de début initia	ale : Sep	9, 2021	Initial End Da	ate / Date de fin initiale :	July 2	22, 2022			
Extented End Date (See Reason for th	e Amendment)	/ Date de fin pı	rolongée (voir Raison p	our la modification) :					
Option To Extend Initial End Date	: / Option pour p	orolonger la da	te de fin initiale		*				
Travel Requirement(s) / Exigence(s) d	e voyage :	N/A							
Work Location(s) / Lieu(x) de travail :		355 North	River Road or contracto	or facilities					
PART 2 (completed by the Contractor and/or the	e Technical/Project Autl	hority) / PART	IE 2 (complété par le Contract	reur et/ou le Responsable technique / Ch	argé du projet)				
A. Contractor Resource(s) / Ress	source(s) du C	ontracteur	is approuvée, seules les ressources	s suivantes peuvent fournir des services s	sous la présente AT.				

Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TACHES

Name / Nom	Cate	egory / Categori	e	Level / Niveau		stic Profile / linguistique	Level of Securit de securite	ty / Niveau PWGSC Security File No. / Nº du dossier de securite TPSGC		
Т	ech. Archited	tect - Developement Centre Specialist								+
B. Estimated Cost / Cout esti	<u>imatif</u>									
Category / Categorie				m Rate / I urnalier	aux	(days) / Ni	Level of Effort iveau d'effort atif (jours)	Total Cost / Cout estimatif		4
Tech . Architect - Developemer Specialist	nt Centre	3	3					\$2	218,500.00	
					E	stimated Cos	t / Cout estimatif	\$	8,500.00 18,500 \$0.00 3,405.00	
	Total	Estimated Trave	el and Livin	g Cost / C	out tota	l estimatif de	voyage et de vie		-	
Taxe % applied / % de taxes	s appliquees	13.000			Applic	able Taxes / T	axes applicables	\$28,405.00		
		**************************************		Tota	al Estima	ited Cost / Co	ut total estimatif	\$2	246,905.00	
PART 3 - TA APPROVAL	BY CANA	DA / PART	IE 3 - AP	PROBA	ATION	DE L'AT P	AR LE CANA	\DA		
By signing this TA, the authorized client authorized client authorized client authorized client authorized client authorized client authorized content of this TA is in a The client's authorized content is \$250,00 (including GST/HST) is in excess of this limit forwarded to the PWGSC Contracting Authorized Contracting Contrac	accordance with OO . When the va t, the TA must be	the conditions of the alue of a TA and its a signed by the auth	e Contract. Imendments	attesto La lim nd (inclua	e(nt) que le te d'autori ant la TPS/I	contenu de cette sation du client e	e AT est conforme aux st \$250,000 . Lorso e limite, l'AT doit ètre	conditions of the conditions o	ontractante de TPSGC lu contrat. de l'AT et ses modificatio client autorise ettransi	
Name of Authorized Client / Nom du clier	Digitally	_{ate} signed by NOI	RMAND	Name I 'auto	of Contraction		প্রিপ্রিপি signed b BLAIS PATRICE			
DENIS	DENIS Date: 20: -04'00'	21.09.17 12:37	:59	Sgn	ATI	RICE	Reason: I am app nis do cument Pate: 2021-11-12 5:27	-		
PART 4 - CONTRACTOR	SIGNATU	RE / PARTI	E 4 - SIG	NATUF	RE DU					
							***************************************			***************************************
Name and Title of individual authorized to de la personne autorisee à signer au nom			Nom et titre	Sigr	ature			Date	·	



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Au	thority) / PART	IE 1 (complété par	le Responsable technique / Charg	é du projet)		
A. General Information / Inform	nations génér	ales				
Contract Number / Numéro du contr	at: 47419-B21	1212				
Contractor Name / Nom du Contract	eur : S.I. System	ıs				
Task Authorization (TA) No. / Nº de l'autorisation de tâches (AT) :	Commitment N		inancial Coding / Code nancier :	Date of Issuance / D d'émission :		ponse required by / ponse requise par :
2022010872	1000366641	1	91020030/2001/30700	Sep 9, 2021		
B. For Amendments Only / Aux	fins de modif	ication seule	ement			
Amendment No. / Nº de la modificati	ion :					
Reason for the Amendment / Raison	pour la modific	ation :				
C. TA Requirements / Exigences	s relatives à l'/	<u>AT</u>				
Required Resource(s) / Ressource(s) r	requise(s)					
Category / Catégorie		Level / Niveau	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique		evel(s) of Security / de sécurité requis
Development Centre Spec	cialist	3		English / Anglais	Secret	
Statement of Work (tasks, deliverabl	es, reports, etc.)	/ Énoncé des t	⊥ ravaux (tâches, livrable	s, rapports, etc.)		
See attached/voir ci-joint						
Period of Services / Période de services	vice:					
Initial Start Date / Date de début initi	ale : Ser	o 9, 2021	Initial End Da	ate / Date de fin initiale :		July 22, 2022
Extented End Date (See Reason for th	ne Amendment)	/ Date de fin p	rolongée (voir Raison p	oour la modification) :		
Option To Extend Initial End Date	e / Option pour p	prolonger la da	ite de fin initiale		<u></u>	
Travel Requirement(s) / Exigence(s) c	le voyage :	N/A				
Work Location(s) / Lieu(x) de travail :		355 North	River Road or contract	or facilities		
PART 2 (completed by the Contractor and/or the	ne Technical/Project Aut	thority) / PART	「IE 2 _{(complété} par le Contrac	teur et/ou le Responsable technique / Ch	nargé du projet)	
A. Contractor Resource(s) / Res. Note: once approved, only the following resources may	source(s) du C	Contracteur	nis approuvée, seules les resseurses	is suivantes neuvent fournir des semilles	cous la précente A	т

Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TACHES

Name / Nom	Category / Categorie	Level / Niveau	Linguistic Profile / Profile linguistique	Level of Security / Niveau de securite	PWGSC Security File No. / Nº du dossier de securite TPSGC	
	Tech. Architect - Developement Centre Specialist	3				+

Category / Categorie	Level / Niveau	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Cost / Cout estimatif			
ech. Architect - Developement ntre Specialist	3			\$218,500.00			
			Estimated Cost / Cout estimatif	\$218,500.00			
Total	Estimated Trave	l and Living Cost / Cout tota	al estimatif de voyage et de vie	\$0.00			
Taxe % applied / % de taxes appliquees	13.000	Applic	Applicable Taxes / Taxes applicables				
	å	Total Estim	ated Cost / Cout total estimatif	\$246,905.00			

PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract. The client's authorization limit is \$250,000. When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

En apposant sa signature sur l'AT, le client autorise et/ou l'autorite contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat. La limite d'autorisation du client est \$250,000 . Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) depasse cette limite, l'AT doit ètre signee par le client autorise ettransmise à l'autorite contractante de TPSGC pour autorisation.

Denis N	OHII	anc
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Name of Authorized Client / Nom du client autorise Date

Digitally signed by

NORMAND

NORMAND DENIS

DENIS

Date: 2021.09.17 12:39:29

-04'00'

Name of Contracting Authority / Nom de l'autorite contractante

BLAIS

PATRICE

Date

Digitally signed by BLAIS PATRICE

Reason: I am approving this document

Date: 2021-11-12 11:30:01

PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre de la personne autorisee à signer au nom de l'entrepreneur

Signature

Date

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority	, / PART	IE 1 (complété pa	r le Responsable technique / Char	gé du proje	et)			
A. General Information / Information	ons génér	ales						
Contract Number / Numéro du contrat :	47419-B21	11212						
Contractor Name / Nom du Contracteur :	S.I. System	ıs						
Task Authorization (TA) No. / N° de Com l'autorisation de tâches (AT) : l'eng	ımitment N gagement :		inancial Coding / Code	2	Date of Issuance / D d'émission :	ate	Response required by Réponse requise par :	
2022010886)367587	1	91020030/2001/30700	0	Sep 9, 2021			
B. For Amendments Only / Aux fins	de modif	ication seul	<u>ement</u>					
Amendment No. / Nº de la modification :								
Reason for the Amendment / Raison pou	ır la modific	ation :		***************************************				
C. TA Requirements / Exigences rel	atives à l'	<u>AT</u>						
Required Resource(s) / Ressource(s) requi	se(s)							_
Category / Catégorie	Level / Nivea	Estimated Level of u Effort (days) / Niveau d'effort estimatif (jours)	u Lingu	uistic Profile / Profile linguistique		red Level(s) of Security u(x) de sécurité requis	/	
Tech. Architect - Legacy Sy	stems	3		Er	nglish / Anglais	Secret		+
Statement of Work (tasks, deliverables, re	eports, etc.)	/ Énoncé des t	travaux (tâches, livrable	es, rapp	orts, etc.)			
See attached/voir ci-joint								
Period of Services / Période de service:	<u> </u>							
Initial Start Date / Date de début initiale :	Se	o 9, 2021	Initial End D	ate / Da	ate de fin initiale :		July 22, 2022	2
Extented End Date (See Reason for the Ar	mendment)	/ Date de fin p	orolongée (voir Raison	pour la	modification) :			
Option To Extend Initial End Date / Op	ption pour	prolonger la da	ate de fin initiale				1	
Travel Requirement(s) / Exigence(s) de vo	yage :	N/A						
Work Location(s) / Lieu(x) de travail :		355 North	River Road or contrac	tor faci	lities			
PART 2 (completed by the Contractor and/or the Tech	nnical/Project Aut	thority) / PAR	「IE 2 _{(complété par le Contra}	cteur et/ou	le Responsable technique / Ch	nargé du pro	ojet)	
A. Contractor Resource(s) / Ressour			iaia ammuninga accidentes une			aaual'	AT.	

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TACHES

Name / Nom		egory / Categori		Level / Niveau	Linguis Profile	stic Profile / linguistique	Level of Security de securite	y / Niveau	PWGSC Security File No. / N° du dossier de securite TPSGC	+
B. Estimated Cost / Cout estimatif										
Category / Categori	ie	Level / Niveau		m Rate / T ournalier	aux	(days) / Ni	Level of Effort veau d'effort atif (jours)	Total Cos estimatif	t / Cout	

Category / Categorie	Categorie (days) / Nivoau d'offort		Total Cost / Cout estimatif	
Tech. Architect - Legacy Systems	3			\$212,750.00
		E	Estimated Cost / Cout estimati	f \$212,750.00
Total	Estimated Trave	el and Living Cost / Cout tota	l estimatif de voyage et de vie	\$0.00
Taxe % applied / % de taxes appliquees 13.000 Applicable Taxes / Taxes applica			able Taxes / Taxes applicables	\$27,657.50
	**************************************	Total Estima	ated Cost / Cout total estimati	f \$240,407.50

PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract. The client's authorization limit is \$250,000 When the value of a TA and its amendments (including GST/HST) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

En apposant sa signature sur l'AT, le client autorise et/ou l'autorite contractante de TPSGC atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat. La limite d'autorisation du client est \$250,000 . Lorsque la valeur de l'AT et ses modifications (incluant la TPS/TVH) depasse cette limite, l'AT doit être signee par le client autorise ettransmise à l'autorite contractante de TPSGC pour autorisation.

Denis Normand

Name of Authorized Client / Nom du client autorise Date

Digitally signed by NORMAND

DENIS

PENIS

NORMAND

Date: 2021.09.17 12:40:00

-04'00'

Digitally signed by BLAIS **PATRICE**

Reason: I am approving

this document

Date: 2021-11-12 11:34:55

PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre de la personne autorisee à signer au nom de l'entrepreneur

Signature

Date

A. General Information / Informations générales

Contract Number / Numéro du contrat :

Travaux publics et Services gouvernementaux Canada

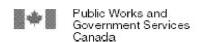
47060-197627-004

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (compléted by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

Contractor Name / Nom du Contracteur :	Dalian				
Task Authorization (TA) No. № de l'autorisation de tâches (AT) :	STOT No. Nº de l'EDT :			Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
2022010916	1000367438	1815 200 30		2021-08-24	2021-08-30
B. For Amendments Only / Aux fins de modific	ation seulement				
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la modificati	on :				
C. TA Requirements / Exigences relatives à l'A	NT				
Required Resource(s) / Ressource(s) requise(s)	_				
		Estimated Level of			Required Level(s) of
Category and Le Catégorie et Nive		Effort (days) / Niveau d'effort estimatif (jours)		Profile / Profile guistique	Security / Niveau(x) de sécurité requis
Database Modeller/IM Modeller (D	Data Architect) Level 3	English			Secret
Statement of Work (tasks, deliverables, reports, etc.) /	Énoncé des travaux (tâches, livrables,	rapports, etc.)			
See attached / Voir pièce jointe					
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :	211%Sep-2021]	Initial End Date	/ Date de fin initiale :	31-Mar-2022
Extented End Date (See Reason for the Amendment)	Date de fin prolongée (voir Raison pou	r la modification):			
☐ Option To Extend Initial End Date / Option pour pr	rolonger la date de fin initiale				
Optional End Date(s) / Date(s) d	e fin optionnelle(s)		Status / St	atut	
			O In Effect / er	n vigueur	
Travel Requirement(s) / Exigence(s) de voyage :	n/a				
Work Location(s) / Lieu(x) de travail :	Vanier Towers, 333 North River	Road	Ontario		
PART 2 (completed by the Contractor and/or the Technical/Project Authority) /	PARTIE 2 (complété par le Contracteur et/ou le Respor	ssable technique / Chargé du projet)			
Contractor Resource(s) and Estimated Cost / I Note: once approved, only the following resources may provide services under this TA / N					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
Database Modeller				· _	\$157,125.00
			Estimate	d Cost / Coût estimatif	\$157,125.00
	То	tal Estimated Travel and Living Cost /	Coût total estima	tif de voyage et de vie	\$0.00
				HST @ 13%	\$20,426.25 1 of 2
					2012

	То	tal Estimated Cos	t / Coût total estimatif	\$177,551.25
Check applicable Basis of Payment / Cocher la Base de Paiement applicable :	Maximum Price / Prix Maximum :	Х	Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'A	AT PAR LE CANADA			
By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.	En apposant sa signature sur l'AT, l'auto contractante de TPSGC atteste(nt) que			
The client's authorization limit is \$300,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du client est \$300 (excluant les taxes applicables) dépasse contractante de TPSGC pour autorisation	cette limite, l'AT doit êt		et transmise à l'autorité
CARR JEFFREY Digitally signed by CARR JEFFREY Date: 2021 08:27:20, 04:00!				
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Name of Technical Authority / Nom de l'autorité technique Date	Name of Contracting Authority / Nom de		Da	
Signature	Signature			
Name of the representative from the SPMMD of CBSA / Date Nom d'un représentant de la DAGES de l'ASEC Distribute inner by SAVADIA NANCY	_			
Nom d'un représentant de la DAGBE de l'ASFC Digitally signed by SAVARIA NANCY DN: C=ca, O=gc, OU=cora-adrc, OU=PERSONNEL, CN=SAVARIA NANCY + SERIALNUMBER=2015324231 Reason: I am the author of this document Location: your signing location here Date: 2021-09-20 99/17-50 Foxit PhantomPDF Version: 10.0.1	038225			
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONT	FRACTEUR			
			9/20/2	2021
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur	Signature		Da	ate



Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

A. General Information / Informations g	<u>jénérales</u>				
Contract Number / Numéro du contrat :	47419-A211212				
Contractor Name / Nom du Contracteur :					
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT) :	Commitment No. N° de l'engagement :		Financial Coding Date of Issuance Code financier : Date d'émission :		Response required by Réponse requise d'ici le :
202201091	100036702	1910-200-30		2021-09-0	
B. For Amendments Only / Aux fins de	modification seulem	<u>ient</u>			
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la m	odification :				
C. TA Requirements / Exigences relative	ves à l'AT				
Required Resource(s) / Ressource(s) requise(
	,	Estimated Level of			Required Level(s) of
Category and Level Catégorie et Niveau				Security / Niveau(x) de sécurité requis	
Project Manager, Level 3			English Esser	ntial	Level II (Secret)
Statement of Work (tasks, deliverables, reports	s, etc.) / Énoncé des trav	aux (tâches, livrable	s, rapports, etc	c.)	
See attached / Voir pièce jointe					
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :	03-Sep-2021	In	itial End Date	/ Date de fin initiale :	22-Jul-2022
Extented End Date (See Reason for the Amen	dment) / Date de fin prol	ongée (voir Raison p	our la modifica	ation):	
☐ Option To Extend Initial End Date / Option	pour prolonger la date d	de fin initiale			
Optional End Date(s) / Date(s) de fin	optionnelle(s)		Sta	itus / Statut	
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				-	
Travel Requirement(s) / Exigence(s) de voyage					
Work Location(s) / Lieu(x) de travail :	Contractor Facilitie	s or 333 North R	River Road		

Contractor Resource(s) and Estimated	I Cost / Ressource(s) du Contracteur e	et Coût total	estimatif	
Note: once approved, only the following resources may provide services und		eules les ressources suivantes peur	vent fournir des services Per Diem	s sous la présente AT Estimated Level of	Total Estimated Co
Name / Nom Category and Level / Catégorie et Niveau	No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Rate / Taux journalier	Effort (days) / Niveau d'effort estimatif (jours)	/ Coût total estimati
		 		 	\$196,350.0
					\$0.0
			Estimated	I Cost / Coût estimatif	\$196,350.0
				Applicable Taxes	\$25.525.5 \$0.0
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with the conditions of the Contract. The client's authorization limit is \$250,000. When the imendments (excluding Applicable Taxes) is in excensus be signed by the authorized client and forwards contracting Authority for authorization.	ess of this limit, the TA	modifications (excluant les taxes app	olicables) dépass	0,000 \$. Lorsque la val se cette limite, l'AT doit ictante de TPSGC pour	être signée par le clier
Denis Normand	2021-09-06	_			
NORMAND DENIS DENIS	r Date gned by NORMAND .09.06 07:28:55 -04'00'	Name of Contracting A contractante	uthority / Nom d	le l'autorité	Date
Signature	-	Signature			•
Denis Normand	2021-09-06				
Name of the representative from Canada Border Services Agency Nom du représentant de l'Agence des services rontaliers du Canada Digitally sig	Date	-			
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Name and Title of individual authorized to sign on be		Signature			Sep 16, 2021
Nom et titre Signature de la personne autorisée à sig l'entrepreneur	gner au nom de				

1000367020 - 2022010918 - 47419-A211212 - TA with tax

Final Audit Report 2021-09-16

Created: 2021-09-16

Ву:

Status: Signed

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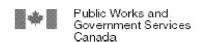
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Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

A. General Information / Informations of	<u>jénérales</u>					
Contract Number / Numéro du contrat :	47419-A211212					
Contractor Name / Nom du Contracteur :						
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT) :	Commitment No. N° de l'engagement :	Financial C Code finan	•	Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :	
202201093	1000367021	1910-200-30		13-Aug-2021	August 20, 2021	
B. For Amendments Only / Aux fins de	modification seulem	nent				
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C. TA Requirements / Exigences relative	<u>res à l'AT</u>					
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Statement of Work (tasks, deliverables, reports	s, etc.) / Énoncé des trav	aux (tâches, livrable	s, rapports, et	c.)		
See attached / Voir pièce jointe						
Period of Services / Période de service:						
Initial Start Date / Date de début initiale :	03-Sep-2021	In	itial End Date	/ Date de fin initiale :	22-Jul-2022	
Extented End Date (See Reason for the Amen	<u> </u>	I ongée (voir Raison p	our la modifica	ation):		
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Travel Requirement(s) / Exigence(s) de voyage NIL						
Work Location(s) / Lieu(x) de travail :	Contractor Facilit	ies or 333 North	n River Roa	nd		

Contractor Resource(s) and Estimated Note: once approved, only the following resources may provide services unde						
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile /	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estima / Coût total e	
					\$196,	350.00
						\$0.00
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				Applicable Taxes	\$25.525.5	\$0.00
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Name and Title of individual authorized to sign on be Nom et titre Signature de la personne autorisée à sig		Signature			Sep 16,	2021

1000367021 - 2022010933 - TA with tax

Final Audit Report	2021-09-16

Created	2021-09-10

Ву:

Status: Signed

Transaction ID: CBJCHBCAABAAZ7QWoDte3_b5NnYsbutluAetK3atbLKj

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Signature Date: 2021-09-16 - 5:13:02 PM GMT - Time Source: server-

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Trávaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1	(complété par le Responsable technique / Chargi	à du projet)				
A. General Information / Informations généra	les					
Contract Number / Numéro du contrat :	47419-192246/002/EL					
Contractor Name / Nom du Contracteur :	TPG Technology Cor	sulting Ltd				
Task Authorization (TA) No. № de l'autorisation de tâches (AT) :	Commitment No. Nº de l'engagement :	Financial Coding Code financier:		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :	
2022010946	1000367433	1911-10	00-40	2021-09-09	15-Sep-2021	
B. For Amendments Only / Aux fins de modifi	ication seulement				***************************************	
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Change Management Consulta	ant - Level 3		Englis	sh / Anglais	Secret	
Period of Services / Période de service: Initial Start Date / Date de début initiale : Extented End Date (See Reason for the Amendment)		š		/ Date de fin initiale :	04-Jul-2022	
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Contractor Resource(s) and Estimated Cost /						
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif	
Change Management Consultant - L3					\$139,050.00	
					\$0.00	
					101	

	Total	Estimated Cos	t / Coût total estimatif	\$139,050.00
Check applicable Basis of Payment / Cocher la Base de Paiement applicable :	Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION	N DE L'AT PAR LE	CANADA		
By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.	En apposant sa signature s que le contenu de cette AT		orisé et/ou l'autorité confract conditions du contrat.	ante de TPSGC atteste(nt)
The client's authorization limit is \$250,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du ci (excluant les taxes applicab transmise à l'autorité contra	les) dépasse cette	limite, l'AT doit être signée p	
	V	ikki McMurre	n	
Name of Authorized Client / Nom du client autorisé Date	Name of Contracting Author	rity / Nom de l'auto	ité contractante	Date
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Vikki McMurren				
Representative from the Strategic Procurement Division (SPD)				
Signature 6775b596-4309-44bb-0-977-630-patienting				
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE D	U CONTRACTEUR			
		5006	Sin	28,2024
Name and Titlb ³ of individual authorized to \$ign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur	Signature		and the second s	Date

Canada Border Services Agence des servi Agency frontaliers du Car							Page 1 / 3	
To: - A: TPG Technology Consulting Ltd 887 RICHMOND RD, 100 OTTAWA ON K2A 0G8			Contact - Personne-ressource VIKKI MC MURREN CANADA BORDER SERVICES AGE FINANCE & ADMINISTRATION DIVI		Standing offer No N° d'offre permanente 47419-192246/002/EL		Validity Period - Période de validité (D/MY J/M/A) From - De: 20/09/2021 To - À: 04/07/2022	Order No. N° de la demande 2022010946
	011 127 000		2500 OUELLETTE / WINDSOR ON N9/	AVE	Amendme Date de la mo	nt Date/ Time dification/ Temps	Previous Value - Valeur précédente	Order date Date de la demande (D/M/Y J/M/A) 09/09/2021
Vendor N N° du fourn 11897	isseur 613-798-7647	Fax. No N° de téléco 613-798-7326	p. Tel. No - N° du Tél.* 5196135715	Fax. No N° de télécop.	Inc./Dec.	- Aug./Dim.	Revised value - Montant révisé	Date required Demandé pour le (D/M/Y J/M/A)
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00010	-Comm Omni CMC L3 07 Delivery da Service Line 10 Detail Comm Omni CMC	te 31/03/2022 s:	(D/M/Y - J/M/Y)		su			96,525.00
00020	Service Line 10 Detail	te 04/07/2022	(D/M/Y - J/M/Y)		SU			42,525.00
Tower A 355 NORTH RIVER RD, 14th floor OTTAWA ON K1A 0L8			Invoicing address - Adresse de facturation Invoices - Original and two copies are to be made out ar Factures - Remplir et envoyer l'original et deux cop Vendors-fournisseurs@cbsa-asfc.gc.ca National Invoice Reception Unit/ Jnité nationale de réception de factures 2e étage 105 RUE MCGILL, #260-01 MONTRÉAL QC H2Y 2E7		and sent to pies à	FOB - FAB Terms of payment - Modalités de paiement Net 30 days Direct Deposit		Amount - Montant CAD 139,050.00 T. taxes - T. taxes CAD 18,076.50 T.Amount - Montant T. CAD 157,126.50
		Your proposa	al is accepted			Signed for the	he Commissioner by/Signépour le	Commissaire par:
to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on a attached sheets at the price or prices set out therefor.				ons set out n and on any	Name (please print)/Nom (en lettres majuscules)		najuscules)	
Nous acceptons votre proposition				Position title/Titre du poste				
de vendre les prése	à Sa Majesté la Reine d entes, et aux annexes ci-j sur	ointes. les biens, sei	ux conditions énoncée rvices et construction é xée, au(x) prix indiqué(numérés dans les	éférence dans présentes, et		25.00	-/D/N4/V 1/84/A
						Sign	ature Date	e(D/M/Y - J/M/A)

Agence des services frontaliers du Canada

Task Authorization commande services

Order No. N° de la demande **2022010946** Page **2 / 3**

HEADER INFORMATION/INFORMATION DE L'ENTÊTE

Cost Centre Manager Name: DIANA ANNETT

Technical Authority Name: Neil Armstrong

Contracting Officer Name: Vikki McMurren

1. Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual (https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) issued by Public Services and Procurement Canada.

2. General Conditions

2029 (2013-04-25) General Conditions - Goods or Services (Low Dollar Value) apply to and form part of the Contract.

1. Clauses et conditions uniformisées

Toutes les clauses et conditions identifiées dans le contrat par un numéro, une date et un titre sont reproduites dans le Guide des Clauses et conditions uniformisées d'achat (https://achatsetventes.gc.ca/politiques-et-lignes-directrices/guide-des-clauses-et-conditions-uniformisees-d-achat) publié par Services publics et Approvisionnement Canada.

2. Conditions générales

2029 (2013-04-25) Conditions générales - biens ou services (faible valeur) s'appliquent au contrat et en font partie intégrante.

frontaliers du Canada

Task Authorization commande services

Order No. N° de la demande 2022010946

Page 3 / 3

Section 2 **Requirement Definition**

Terms of Payment Section 3

Section 4 **Other Terms and Conditions**

APPENDICES

Travaux publics et Services gouvernementaux Canada

Purchasing Office - Bureau des achats:

Informatics Professional Services - EL Division/Services professionnels en informatique - division EL Terrasses de la Chaudière 4th Floor 10 Wellington Street Gatineau Québec K1A 0S5

CON	JTR/	ACT.	- COI	NTR	ΔT
\mathbf{c}			- 00		~ .

Your proposal is accepted — to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price or prices set out therefor.

Nous acceptons votre proposition de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans les présentes, et aux annexes ci-jointes, les biens, services et construction énumérés dans les présentes, et sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur

130089535PG0001 TPG Technology Consulting Ltd. 887 Richmond Road, Suite 100 Ottawa Ontario K2A0G8 Canada

Title - Sujet TBIPS - Commercial Portfoli	o Direct				
Contract No N° du contrat		Dat	Δ		
47419-192246/002/EL		Date 2019-07-05			
Client Reference No N° de 47419-192246	référence du cli	ent			
Requisition No N° de la de 47419-192246	emande				
	CCC No./N° CCC	- FMS No./N°	VME		
632el.47419-192246					
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PI: 10500					
11. 10300					
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See Herein - Voir ci-inclus	See Herein - Vo	oir ci-inclus			
Destination - of Goods, Service Destination - des biens, service CANADA BORDER SERVICE NC Region Ottawa Ontario K1A 0L5 Canada	vices et construc CES AGENCY	ction:			
Invoices - Original and two of Factures - Envoyer l'original CANADA BORDER SERVIO 2E ETAGE, #260-01 105, RUE MCGILL MONTREAL Quebec H2Y2E7 Canada	l et deux copies				
Address Enquiries to: - Adre	esser toutes ques	stions à:	Buyer Id - Id de l'acheteur		
Lapalme, Francis		Т	632el		
Telephone No N° de téléph (613) 858-9912 ()	none	FAX No N°	de FAX		
Total Estimated Cost - Coût \$3,156,685.31	total estimatif	Currency Ty CAD	Currency Type - Devise CAD		
For the Minister - Pour le Mi	nistre Lapaln	ne, Franci	S Digitally signed by Lapalme, Francis Date: 2019.07.05 10:29:28 -04'00'		



Buyer ID: 632EL

CONTRACT

FOR

FOR TASK- BASED INFORMATICS PROFESSIONAL SERVICES (TBIPS)

FOR

VARIOUS INFORMATICS PROFESSIONAL RESOURCE CATEGORIES (SEE HEREIN)

REQUESTED BY

THE CANADA BORDER SERVICES AGENCY (CBSA)

THIS DOCUMENT CONTAINS SECURITY REQUIREMENTS

Table of Contents

1.	Requirement	4
2.	Task Authorization	4
3.	Minimum Work Guarantee	7
4.	Standard Clauses and Conditions	8
5.	Security Requirement	9
6.	Contract Period	10
7.	Authorities	10
8.	Proactive Disclosure of Contracts with Former Public Servants	11
9.	Payment	11
10.	Invoicing Instructions	13
11.	Certifications and Additional Information	13
12.	Federal Contractors Program for Employment Equity - Default by Contractor	13
13.	Applicable Laws	13
14.	Priority of Documents	14
15.	Foreign Nationals (Canadian Contractor)	14
16.	Insurance Requirements	14
17.	Limitation of Liability - Information Management/Information Technology	16
18.	Professional Services - General	17
19.	Safeguarding Electronic Media	18
20.	Representations and Warranties	19
21.	Access to Canada's Property and Facilities	19
22.	Government Property	19
23.	Transition Services at End of Contract Period	19
24	Identification Protocol Responsibilities	19

Buyer ID:

632EL

Contract Number: Amendment Number: 47419-192246/002/EL

List of Annexes to the Resulting Contract:

Annex A - Statement of Work

Appendix A to Annex A - Tasking Assessment Procedure Appendix B to Annex A - Task Authorization (TA) Form Appendix C to Annex A - Resources Assessment Criteria and Response Table

Appendix D to Annex A - Certifications at the TA stage

Annex B – Basis of Payment

Annex C - Security Requirements Check List

632EL

1. Requirement

- (a) TPG Technology Consulting Ltd. (the "Contractor") agrees to supply to the Client the services described in the Contract, including the Statement of Work, in accordance with, and at the prices set out in, the Contract. This includes providing professional services as and when requested by Canada, to one or more locations to be designated by Canada, excluding any locations in areas subject to any of the Comprehensive Land Claims Agreements.
- (b) Client: Under the Contract, the "Client" is Canada Border Services Agency (CBSA).
- (c) Reorganization of Client: The Contractor's obligation to perform the Work will not be affected by (and no additional fees will be payable as a result of) the renaming, reorganization, reconfiguration, or restructuring of any Client. The reorganization, reconfiguration and restructuring of the Client includes the privatization of the Client, its merger with another entity, or its dissolution, where that dissolution is followed by the creation of another entity or entities with mandates similar to the original Client. In connection with any form of reorganization, Canada may designate another department or government body as the Contracting Authority or Technical Authority, as required to reflect the new roles and responsibilities associated with the reorganization.
- (d) **Defined Terms**: Words and expressions defined in the General Conditions or Supplemental General Conditions and used in the Contract have the meanings given to them in the General Conditions or Supplemental General Conditions. Any reference to an Identified User in the Supply Arrangement is a reference to the Client. Also, any reference to a "deliverable" or "deliverables" includes all documentation outlined in this Contract. A reference to a "local office" of the Contractor means an office having at least one full time employee that is not a shared resource working at that location.

2. Task Authorization

- (a) As-and-when-requested Task Authorizations: The Work or a portion of the Work to be performed under the Contract will be on an "as-and-when-requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract. The Contractor must not commence work until a validly issued TA has been issued by Canada and received by the Contractor. The Contractor acknowledges that any work performed before such issuance and receipt will be done at the Contractor's own risk.
- (b) Allocation of Task Authorizations: More than one contract has been awarded for this requirement. As a result, the Task Authorizations issued under this series of contracts will be allocated in accordance with the following:
 - (i) At the time this series of contracts was awarded, each contractor was allocated an amount of funding as specified in the Limitation of Expenditure based on the evaluation process described in the bid solicitation that resulted in the award of this series of contracts.
 - (ii) When a Task Authorization is issued, Canada will use a rotational method to allocate the draft Task Authorizations where the rotation is based on the ranking obtained by the Contractor during the Bid Solicitation.
 - (iii) Canada will send the first TA to the first ranked Contractor and the second TA to the second ranked Contractor. This rotational process will be repeated for each subsequent series of TAs issued by Canada.
 - (iv) The Contractor sent a draft TA will have the time set out further below under the subparagraph entitled "Contractor's Response to Draft Task Authorization" to respond to the Contracting Authority.
 - (v) If the Contractor to whom the draft TA is first sent either fails to respond on time or confirms in writing that it refuses to perform the task, the draft TA will then be forwarded

to the next-ranked Contractor. In the event that Canada determines the proposed resource(s) does not meet the minimum experience or other requirements of the categories identified in the draft TA, Canada may, at its entire discretion request that the Contractor propose another resource and the Contractor will have the time set out in the subparagraph "Contractor's Response to Draft Task Authorization" to respond. If the Contractor fails to respond on time or Canada determines that the proposed resource(s) does not meet the minimum experience or other requirements of the categories identified in the draft TA, the draft TA will be forwarded to the next-ranked Contractor.

- (vi) If the Contractor refuses a TA or fails to submit a valid response, the dollar value of the TA may be subtracted from the dollar value of the Contractor's Contract and may be reallocated, at the Contracting Authority's sole discretion, in whole or in part, to the other contractors
- (vii) The process of sending out a draft TA will continue until Canada either cancels the requirement for the task or it has been validly issued to one of the contractors. If none of the contractors can perform the task (in accordance with all the terms and conditions of this series of contracts), Canada may acquire the required Work by other means.
- (viii) Any of the contractors may advise the Technical Authority and the Contracting Authority in writing that it is unable to carry out additional tasks as a result of previous commitments under one or more TAs issued under this series of contracts, and no draft TA will be sent to that contractor until that contractor has given notice in writing to the Technical Authority and the Contracting Authority that it is again available to perform additional tasks.
- (ix) If it is found that the allocation process described at part (ii) above has resulted in the award of a disproportionate dollar value of work between the Contractors, the Contractors agree that Canada, in its sole discretion, may deviate from the allocation process and issue TAs in the manner required to re-establish a proportional allocation.
- (c) Assessment of Resources Proposed at TA Stage: Processes for issuing, responding to and assessing Task Authorizations are further detailed in Appendices A, B, C and D of Annex A.
- (d) Form and Content of draft Task Authorization:
 - (i) The Technical Authority will provide the Contractor with a description of the task in a draft Task Authorization using the form specified in Annex A.
 - (ii) The draft Task Authorization will contain the details of the activities to be performed, and must also contain the following information:
 - (A) the task number;
 - (B) The date by which the Contractor's response must be received (which will appear in the draft Task Authorization, but not the issued Task Authorization);
 - (C) the categories of resources and the number required;
 - a description of the work for the task outlining the activities to be performed and identifying any deliverables (such as reports);
 - (E) the start and completion dates:
 - (F) any option(s) to extend initial end date (if applicable);
 - (G) milestone dates for deliverables and payments (if applicable);
 - (H) the number of person-days of effort required;
 - (I) whether the work requires on-site activities and the location;
 - (J) the language profile of the resources required;

(K)

the level of security clearance required of resources:

- (L) the price payable to the Contractor for performing the task, with an indication of whether it is a firm price or a maximum TA price (and, for maximum price task authorizations, the TA must indicate how the final amount payable will be determined; where the TA does not indicate how the final amount payable will be determined, the amount payable is the amount, up to the maximum, that the Contractor demonstrates was actually worked on the project, by submitting time sheets filled in at the time of the work by the individual resources to support the charges); and
- (M) any other constraints that might affect the completion of the task.
- (e) Contractor's Response to Draft Task Authorization: The Contractor must provide to the Technical Authority, within 5 working days of receiving the draft Task Authorization (or within any longer time period specified in the draft TA), a quotation with the proposed total price for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract, as well as its corresponding proposed resource(s) in accordance with Appendix A to Annex A of the Contract. The Contractor's quotation must be based on the rates set out in the Contract. The Contractor will not be paid for preparing or providing its response or for providing other information required to prepare and validly issue the TA.
- (f) Task Authorization Limit and Authorities for Validly Issuing Task Authorizations:

To be validly issued, a TA must include the following signatures:

- for any TA, inclusive of revisions, with a value less than or equal to \$250,000 (excluding Applicable Taxes), the TA must be signed by:
 - (A) the Technical Authority; and
 - (B) a representative from the Strategic Procurement and Material Management Division (SPMMD) of CBSA.
- (ii) for any TA with a value greater than this amount, a TA must be signed by:
 - (A) the Technical Authority;
 - (B) a representative from the Strategic Procurement and Material Management Division (SPMMD) of CBSA; and
 - (C) the Contracting Authority.

Any TA that does not bear the appropriate signature(s) is not validly issued by Canada. Any work performed by the Contractor without receiving a validly issued TA is done at the Contractor's own risk. If the Contractor receives a TA that is not appropriately signed, the Contractor must notify the Contracting Authority. By providing written notice to the Contractor, the Contracting Authority may suspend the Client's ability to issue TA's at any time, or reduce the dollar value threshold described in sub-article (i) above; any suspension or reduction notice is effective upon receipt.

(g) Periodic Usage Reports:

(i) The Contractor must compile and maintain records on its provision of services to the federal government under Task Authorizations validly issued under the Contract. The Contractor must provide this data to Canada in accordance with the reporting requirements detailed below. If some data is not available, the reason must be indicated. If services are not provided during a given period, the Contractor must still provide a "NIL" report. The data must be submitted on a quarterly to the Contracting Authority. From time to time, the Contracting Authority may also require an interim report during a reporting period.

- (ii) The quarterly periods are defined as follows:
 - (A) 1st quarter: April 1 to June 30;
 - (B) 2nd guarter: July 1 to September 30;
 - (C) 3rd quarter: October 1 to December 31; and
 - (D) 4th quarter: January 1 to March 31.

The data must be submitted to the Contracting Authority no later than 15 calendar days after the end of the reporting period.

- (iii) Each report must contain the following information for each validly issued TA (as amended):
 - (A) the Task Authorization number and the Task Authorization Revision number(s), if applicable;
 - (B) a title or a brief description of each authorized task;
 - (C) the name, Resource category and level of each resource involved in performing the TA, as applicable;
 - (D) the total estimated cost specified in the validly issued TA of each task, exclusive of Applicable Taxes;
 - (E) the total amount, exclusive of Applicable Taxes, expended to date against each authorized task;
 - (F) the start and completion date for each authorized task; and
 - (G) the active status of each authorized task, as applicable (e.g., indicate whether work is in progress or if Canada has cancelled or suspended the TA, etc.).
- (iv) Each report must also contain the following cumulative information for all the validly issued TA's (as amended):
 - (A) the amount, exclusive of Applicable Taxes, specified in the Contract (as last amended, as applicable) as Canada's total liability to the Contractor for all validly issued TA's; and
 - (B) the total amount, exclusive of Applicable Taxes, expended to date against all validly issued TA's.
- (h) Refusal of Task Authorizations or Submission of a Response which is not Valid: The Contractor is not required to submit a response to every draft TA sent to it by Canada. However, in addition to Canada's other rights to terminate the Contract, Canada may immediately, and without further notice, terminate the Contract for default in accordance with the General Conditions if the Contractor in at least three instances has either not responded or has not submitted a valid response when sent a draft TA. For greater clarity, each draft TA, which is identifiable by its task number, will only count as one instance. A valid response is one that is submitted within the required time period and meets all requirements of the draft TA issued, including proposing the required number of resources who each meet the minimum experience and other requirements of the categories identified in the draft TA at pricing not exceeding the rates set out in Annex B.
- (i) **Consolidation of TA's for Administrative Purposes**: The Contract may be amended from time to time to reflect all validly issued Task Authorizations to date, to document the Work performed under those TA's for administrative purposes.
- 3. Minimum Work Guarantee
- (a) In this clause,

- "Maximum Contract Value" means the amount specified in the "Limitation of Expenditure" clause set out in the Contract; and
- (ii) "Minimum Contract Value" means \$20,000.00 (excluding Applicable Taxes).
- (b) Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with sub-article (c), subject to sub-article (d). In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract Period to perform the Work described in the Contract. Canada's maximum liability for work performed under the Contract must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.
- (c) In the event that Canada does not request work in the amount of the Minimum Contract Value during the Contract Period, Canada must pay the Contractor the difference between the Minimum Contract Value and the total cost of the Work requested.
- (d) Canada will have no obligation to the Contractor under this article if Canada terminates the entire Contract
 - (i) for default;
 - (ii) for convenience as a result of any decision or recommendation of a tribunal or court that the contract be cancelled, re-tendered or awarded to another supplier; or
 - (iii) for convenience within ten business days of Contract award.

4. Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual (https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) issued by Public Works and Government Services Canada.

(a) General Conditions:

(i) 2035 (2018-06-21), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

With respect to Section 30 - Termination for Convenience, of General Conditions 2035, Subsection 04 is deleted and replaced with the following Subsections 04, 05 and 06:

- 4. The total of the amounts, to which the Contractor is entitled to be paid under this section, together with any amounts paid, due or becoming due to the Contractor must not exceed the Contract Price.
- 5. Where the Contracting Authority terminates the entire Contract and the Articles of Agreement include a Minimum Work Guarantee, the total amount to be paid to the Contractor under the Contract will not exceed the greater of:
 - the total amount the Contractor may be paid under this section, together with any amounts paid, becoming due other than payable under the Minimum Work Guarantee, or due to the Contractor as of the date of termination, or
 - (b) the amount payable under the Minimum Work Guarantee, less any amounts paid, due or otherwise becoming due to the Contractor as of the date of termination.
- 6. The Contractor will have no claim for damages, compensation, loss of profit, allowance arising out of any termination notice given by Canada under this section except to the extent that this section expressly provides. The Contractor agrees to repay immediately to Canada the portion of any advance payment that is unliquidated at the date of the termination.

(b) Supplemental General Conditions:

The following Supplemental General Conditions:

- 4002 (2010-08-16), Supplemental General Conditions Software Development or Modification Services;
- (ii) 4007 (2010-08-16), Supplemental General Conditions Canada to Own Intellectual Property Rights in Foreground Information;

apply to and form part of the Contract.

5. Security Requirement

The following security requirements (Common PS SRCL #19 and related clauses provided by the Contract Security Program) as set out under Annex "B" to the Supply Arrangement, applies to and forms part of the Contract.

- (a) The Contractor must, at all times during the performance of the Contract, hold a valid Facility Security Clearance at the level of SECRET, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
- (b) The Contractor personnel requiring access to PROTECTED/CLASSIFIED information, assets or sensitive work site(s) must EACH hold a valid personnel security screening at the level of RELIABILITY STATUS, CONFIDENTIAL or SECRET, granted or approved by CISD/PWGSC.
- (c) The Contractor MUST NOT remove any PROTECTED/CLASSIFIED information from the identified work site(s), and the Contractor must ensure that its personnel are made aware of and comply with this restriction.
- (d) Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
- (e) The Contractor must comply with the provisions of the:
 - (i) Security Requirements Check List and security guide (if applicable), attached at Annex C;
 - (ii) Industrial Security Manual (Latest Edition).
- (f) Additional Security Requirement
 - (i) The CBSA, will conduct its own personnel Reliability Status assessment of the Contractor (specifically the Contractor personnel), which is allowed under the Treasury Board Secretariat of Canada's (TBS) "Security and Contracting Management Standard" and the Policy on Government Security Personnel Security Standard. Reliability Status assessment conducted by the CBSA will include a credit check.
 - (ii) If the Contractor (specifically the Contractor personnel), has already been screened under the TBS Policy on Government Security Personnel Security Standard, the Contractor (specifically the Contractor personnel), will still undergo a security screening process to be conducted by the CBSA.
 - (iii) The credit check and fingerprinting*, if required, will be performed by an authorized security official with the CBSA's "Personnel Security Screening Section" (PSSS), which is independent of the Public Works and Government Services Canada's (PWGSC), "Canadian and International Industrial Security Directorate" (CIISD).
 - (iv) Until the credit check, fingerprinting* (if required) and all other security screening processes required have been completed and the Contractor (specifically the Contractor personnel) is deemed suitable by the CBSA, the Contractor (specifically the Contractor personnel) will not be permitted access to Protected / Classified information or assets, and further, will not be permitted to enter sites where such information or assets are kept.

^{*}Fees are applicable. Fingerprinting, if required, will be at the Contractor's cost.

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6. Contract Period

(a) **Contract Period**: The "**Contract Period**" is the entire period of time during which the Contractor is obliged to perform the Work, which includes:

- (i) The "**Initial Contract Period**", which begins on the date the Contract is awarded and ends two years later; and
- (ii) The period during which the Contract is extended, if Canada chooses to exercise any options set out in the Contract.

(b) Option to Extend the Contract:

- (i) The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to three additional one-year periods under the same terms and conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions set out in the Basis of Payment.
- (ii) Canada may exercise this option at any time by sending a written notice to the Contractor before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced, for administrative purposes only, through a contract amendment.

7. Authorities

(a) Contracting Authority

The Contracting Authority for the Contract is:

Name: Francis Lapalme
Title: A/Supply Team Leader

Organization: Public Works and Government Services Canada

Acquisitions Branch

Directorate: Professional Services Procurement Directorate

Address: 10 Wellington Street, Gatineau, Québec

Telephone: 613-858-9912

E-mail address: <u>francis.lapalme@tpsgc-pwgsc.gc.ca</u>

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

(b) Technical Authority

The Technical Authority for the Contract is:

Name: Franco Germano

Title: A/Director General, Commercial Porfolio Directorate

Organization: Canada Border Services Agency

Address: 333 North River Road, Ottawa, Ontario K1A 0L8

Telephone: 343-291-6147

E-mail address: <u>franco.germano@cbsa-asfc.gc.ca</u>
In his absence, the Technical Authority for the Contract is:

Name: Martin Schilt

Title: A/Manager, Commercial Portolio Directorate

Organization: Canada Border Services Agency

Address: 333 North River Road, Ottawa, Ontario K1A 0L8

Telephone: 343-291-5211

E-mail address: martin.schilt@cbsa-asfc.gc.ca

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The Technical Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Technical Authority; however, the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

(c) Contractor's Representative

Name:

Organization: TPG Technology Consulting Ltd.

Address: 887 Richmond Road, Suite 100, Ottawa, Ontario K2A 0G8

Telephone (w): 613-798-7647 Telephone (c): 613-796-8669

E-mail address:

8. Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a <u>Public Service Superannuation Act</u> (PSSA) pension, the Contractor has agreed that this information will be reported on departmental web sites as part of the published proactive disclosure reports, in accordance with <u>Contracting Policy Notice: 2012-2</u> of the Treasury Board Secretariat of Canada.

9. Payment

(a) Basis of Payment

- (i) Professional Services provided under a Task Authorization with a Maximum Price: For professional services requested by Canada, in accordance with a validly issued Task Authorization, Canada will pay the Contractor, in arrears, up to the Maximum Price for the TA, for actual time worked and any resulting deliverables in accordance with the firm all-inclusive per diem rates set out in Annex B, Basis of Payment, Applicable Taxes extra. Partial days will be prorated based on actual hours worked based on a 7.5-hour workday.
- (ii) Professional Services provided under a Task Authorization with a Firm Price: For professional services requested by Canada, in accordance with a validly issued Task Authorization, Canada will pay the Contractor the firm price set out in the Task Authorization (based on the firm, all-inclusive per diem rates set out in Annex B), Applicable Taxes extra.
- (iii) Competitive Award: The Contractor acknowledges that the Contract has been awarded as a result of a competitive process. No additional charges will be allowed to compensate for errors, oversights, misconceptions or underestimates made by the Contractor when bidding for the Contract.
- (iv) Contractor's Firm Per Diem Rates: The Contractor agrees that the rates set out in Annex B remain firm throughout the Contract Period, except as may be provided for in the express terms of the contract. In reference to Article 18(1) of SACC General Conditions 2035, the Contractor acknowledges that its obligation to provide services in accordance with the firm rates set out in Annex B is unaffected by the application of any existing law or any new law which may come into effect during the Contract Period.
- (v) **Professional Services Rates**: In Canada's experience, bidders from time to time propose rates at the time of bidding for one or more Resource Categories that they later refuse to honour, on the basis that these rates do not allow them to recover their own costs and/or make a profit. This denies Canada of the benefit of the awarded contract. If the Contractor does not respond or refuses to provide an individual with the qualifications

described in the Contract within the time described in the Contract (or proposes instead to provide someone from an alternate category at a different rate), whether or not Canada terminates the Contract as a whole or in part or chooses to exercise any of the rights provided to it under the general conditions, Canada may impose sanctions or take other measures in accordance with the PWGSC Vendor Performance Corrective Measure Policy (or equivalent) then in effect, which measures may include an assessment that results in conditions applied against the Contractor to be fulfilled before doing further business with Canada, or full debarment of the Contractor from bidding on future requirements.

(b) Limitation of Expenditure – Cumulative Total of all Task Authorizations

- (i) Canada's total liability to the Contractor under the Contract for all validly issued Task Authorizations (TAs), inclusive of any revisions, must not exceed the amount set out on page 1 of the Contract, less any Applicable taxes. With respect to the amount set out on page 1 of the Contract, Customs duties are excluded and Applicable Taxes are included
- (ii) No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
- (iii) The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 - (A) when it is 75 percent committed, or
 - (B) 4 months before the contract expiry date, or
 - (C) As soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions,

whichever comes first.

- (i) If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Providing this information does not increase Canada's liability.
- (c) **Method of Payment for Task Authorizations with a Maximum Price**: For each Task Authorization validly issued under the Contract that contains a maximum price:
 - (i) Canada will pay the Contractor no more frequently than once a month in accordance with the Basis of Payment. The Contractor must submit time sheets for each resource showing the days and hours worked to support the charges claimed in the invoice.
 - (ii) Once Canada has paid the maximum TA price, Canada will not be required to make any further payment, but the Contractor must complete all the work described in the TA, all of which is required to be performed for the maximum TA price. If the work described in the TA is completed in less time than anticipated, and the actual time worked (as supported by the time sheets) at the rates set out in the Contract is less than the maximum TA price, Canada is only required to pay for the time spent performing the work related to that TA.
- (d) Method of Payment for Task Authorizations with a Firm Price Lump Sum Payment on Completion: Canada will pay the Contractor upon completion and delivery of all the Work associated with the validly issued Task Authorization in accordance with the payment provisions of the Contract if:
 - (i) an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract:
 - (ii) all such documents have been verified by Canada; and

(iii) the Work delivered has been accepted by Canada.

(e) Electronic Payment of Invoices – Contract

The Contractor accepts to be paid using any of the following Electronic Payment Instrument:

(i) Direct Deposit (Domestic and International);

(f) Time Verification

Time charged and the accuracy of the Contractor's time recording system are subject to verification by Canada, before or after payment is made to the Contractor. If verification is done after payment, the Contractor must repay any overpayment, at Canada's request.

(g) No Responsibility to Pay for Work not performed due to Closure of Government Offices

- (i) Where the Contractor, its employees, subcontractors, or agents are providing services on government premises under the Contract and those premises are inaccessible because of the evacuation or closure of government offices, and as a result no work is performed, Canada is not responsible for paying the Contractor for work that otherwise would have been performed if there had been no evacuation or closure.
- (ii) If, as a result of any strike or lock-out, the Contractor or its employees, subcontractors or agents cannot obtain access to government premises and, as a result, no work is performed, Canada is not responsible for paying the Contractor for work that otherwise would have been performed if the Contractor had been able to gain access to the premises

10. Invoicing Instructions

- (a) The Contractor must submit invoices in accordance with the information required in the General Conditions.
- (b) The Contractor's invoice must include a separate line item for each subparagraph in the Basis of Payment provision, and must show all applicable Task Authorization numbers.
- (c) By submitting invoices, the Contractor is certifying that the goods and services have been delivered and that all charges are in accordance with the Basis of Payment provision of the Contract, including any charges for work performed by subcontractors.
- (d) The Contractor must provide the original of each invoice to the Technical Authority, and a copy to the Contracting Authority.

11. Certifications and Additional Information

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, any TA quotation and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire Contract Period.

12. Federal Contractors Program for Employment Equity - Default by Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "FCP Limited Eligibility to Bid" list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

13. Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

14. Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the following list, the wording of the document that first appears on the list has priority over the wording of any document that appears later on the list:

- (a) these Articles of Agreement, including any individual SACC clauses incorporated by reference in these Articles of Agreement;
- (b) Supplemental General Conditions, in the following order:
 - (i) 4002 (2010-08-16), Supplemental General Conditions Software Development or Modification Services;
 - (ii) 4007 (2010-08-16), Supplemental General Conditions Canada to Own Intellectual Property Rights in Foreground Information;
- (c) General Conditions 2035 (2018-06-21), Higher Complexity Services;
- (d) Annex A, Statement of Work, including its Appendices as follows;
 - (i) Appendix A to Annex A Tasking Assessment Procedure;
 - (ii) Appendix B to Annex A Task Authorization (TA) Form;
 - (iii) Appendix C to Annex A Resource Assessment Criteria and Response Table;
 - (iv) Appendix D to Annex A Certifications at the TA stage;
- (e) Annex B, Basis of Payment;
- (f) Annex C, Security Requirements Check List;
- (g) the validly issued Task Authorizations and any required certifications (including all of their annexes, if any); and
- (h) the Contractor's bid dated January 25, 2019.

15. Foreign Nationals (Canadian Contractor)

(a) SACC Manual clause A2000C (2016-06-16) Foreign Nationals (Canadian Contractor)

16. Insurance Requirements

(a) Compliance with Insurance Requirements

- (i) The Contractor must comply with the insurance requirements specified in this Article. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.
- (ii) The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.
- (iii) The Contractor should forward to the Contracting Authority within ten (10) days after the date of award of the Contract a Certificate of Insurance evidencing the insurance coverage. Coverage must be placed with an Insurer licensed to carry out business in Canada and the Certificate of Insurance must confirm that the insurance policy complying with the requirements is in force. If the Certificate of Insurance has not been completed and submitted as requested, the Contracting Authority will so inform the Contractor and provide the Contractor with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within the

time period will constitute a default under the General Conditions. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

(b) Commercial General Liability Insurance

- (i) The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
- (ii) The Commercial General Liability policy must include the following:
 - (A) Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
 - (B) Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
 - (C) Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
 - (D) Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
 - (E) Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - (F) Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - (G) Employees and, if applicable, Volunteers must be included as Additional Insured.
 - (H) Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
 - (I) Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
 - (J) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
 - (K) If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
 - (L) Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.
 - (M) Advertising Injury: While not limited to, the endorsement must include coverage for piracy or misappropriation of ideas, or infringement of copyright, trademark, title or slogan.

(c) Errors and Omissions Liability Insurance

- (i) The Contractor must obtain Errors and Omissions Liability (a.k.a. Professional Liability) insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature but for not less than \$1,000,000 per loss and in the annual aggregate, inclusive of defence costs.
- (ii) If the Professional Liability insurance is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- (iii) The following endorsement must be included:

Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.

17. Limitation of Liability - Information Management/Information Technology

(a) This section applies despite any other provision of the Contract and replaces the section of the general conditions entitled "Liability". Any reference in this section to damages caused by the Contractor also includes damages caused by its employees, as well as its subcontractors, agents, and representatives, and any of their employees. This section applies regardless of whether the claim is based in contract, tort, or another cause of action. The Contractor is not liable to Canada with respect to the performance of or failure to perform the Contract, except as described in this section and in any section of the Contract pre-establishing any liquidated damages. The Contractor is only liable for indirect, special or consequential damages to the extent described in this Article, even if it has been made aware of the potential for those damages.

(b) First Party Liability:

- (i) The Contractor is fully liable for all damages to Canada, including indirect, special or consequential damages, caused by the Contractor's performance or failure to perform the Contract that relate to:
 - (A) any infringement of intellectual property rights to the extent the Contractor breaches the section of the General Conditions entitled "Intellectual Property Infringement and Royalties";
 - (B) physical injury, including death.
- (ii) The Contractor is liable for all direct damages caused by the Contractor's performance or failure to perform the Contract affecting real or tangible personal property owned, possessed, or occupied by Canada.
- (iii) Each of the Parties is liable for all direct damages resulting from its breach of confidentiality under the Contract. Each of the Parties is also liable for all indirect, special or consequential damages in respect of its unauthorized disclosure of the other Party's trade secrets (or trade secrets of a third party provided by one Party to another under the Contract) relating to information technology.
- (iv) The Contractor is liable for all direct damages relating to any encumbrance or claim relating to any portion of the Work for which Canada has made any payment. This does not apply to encumbrances or claims relating to intellectual property rights, which are addressed under (i)(A) above.
- (v) The Contractor is also liable for any other direct damages to Canada caused by the Contractor's performance or failure to perform the Contract that relate to:

- (A) any breach of the warranty obligations under the Contract, up to the total amount paid by Canada (including any applicable taxes) for the goods and services affected by the breach of warranty; and
- (B) Any other direct damages, including all identifiable direct costs to Canada associated with re-procuring the Work from another party if the Contract is terminated either in whole or in part for default, up to an aggregate maximum for this subparagraph (B) of the greater of .75 times the total estimated cost (meaning the dollar amount shown on the first page of the Contract in the cell titled "Total Estimated Cost" or shown on each call-up, purchase order or other document used to order goods or services under this instrument), or \$1,000.000.00.

In any case, the total liability of the Contractor under subparagraph (v) will not exceed the total estimated cost (as defined above) for the Contract or \$1,000,000.00, whichever is more.

(vi) If Canada's records or data are harmed as a result of the Contractor's negligence or willful act, the Contractor's only liability is, at the Contractor's own expense, to restore Canada's records and data using the most recent back-up kept by Canada. Canada is responsible for maintaining an adequate back-up of its records and data.

(c) Third Party Claims:

- (i) Regardless of whether a third party makes its claim against Canada or the Contractor, each Party agrees that it is liable for any damages that it causes to any third party in connection with the Contract as set out in a settlement agreement or as finally determined by a court of competent jurisdiction, where the court determines that the Parties are jointly and severally liable or that one Party is solely and directly liable to the third party. The amount of the liability will be the amount set out in the settlement agreement or determined by the court to have been the Party's portion of the damages to the third party. No settlement agreement is binding on a Party unless its authorized representative has approved the agreement in writing.
- (ii) If Canada is required, as a result of joint and several liability or joint and solidarily liable, to pay a third party in respect of damages caused by the Contractor, the Contractor must reimburse Canada by the amount finally determined by a court of competent jurisdiction to be the Contractor's portion of the damages to the third party. However, despite Subarticle (i), with respect to special, indirect, and consequential damages of third parties covered by this Section, the Contractor is only liable for reimbursing Canada for the Contractor's portion of those damages that Canada is required by a court to pay to a third party as a result of joint and several liability that relate to the infringement of a third party's intellectual property rights; physical injury of a third party, including death; damages affecting a third party's real or tangible personal property; liens or encumbrances on any portion of the Work; or breach of confidentiality.
- (iii) The Parties are only liable to one another for damages to third parties to the extent described in this Sub-article (c).

18. Professional Services - General

- (a) The Contractor must provide professional services on request as specified in this Contract. All resources provided by the Contractor must meet the qualifications described in the Contract (including those relating to previous experience, professional designation, education, language proficiency and security clearance) and must be competent to provide the required services by any delivery dates described in the Contract.
- (b) If the Contractor fails to deliver any deliverable (excluding delivery of a specific individual) or complete any task described in the Contract on time, in addition to any other rights or remedies

available to Canada under the Contract or the law, Canada may notify the Contractor of the deficiency, in which case the Contractor must submit a written plan to the Technical Authority within ten working days detailing the actions that the Contractor will undertake to remedy the deficiency. The Contractor must prepare and implement the plan at its own expense.

(c) In General Conditions 2035, the Article titled "Replacement of Specific Individuals" is deleted and the following applies instead:

Replacement of Specific Individuals

- (i) If the Contractor is unable to provide the services of any specific individual identified in the Contract to perform the services, the Contractor must within five working days of having this knowledge, the individual's departure or failure to commence Work (or, if Canada has requested the replacement, within ten working days of Canada's notice of the requirement for a replacement) provide to the Contracting Authority:
 - the name, qualifications and experience of a proposed replacement immediately available for Work; and
 - (B) security information on the proposed replacement as specified by Canada, if applicable.

The replacement must have qualifications and experience that meet or exceed those obtained for the original resource.

- (ii) Subject to an Excusable Delay, where Canada becomes aware that a specific individual identified under the Contract to provide services has not been provided or is not performing, the Contracting Authority may elect to:
 - (A) exercise Canada's rights or remedies under the Contract or at law, including terminating the Contract in whole or in part for default under the Article titled "Default of the Contractor", or
 - (B) assess the information provided under (c) (i) above or, if it has not yet been provided, require the Contractor to propose a replacement to be rated by the Technical Authority. The replacement must have qualifications and experience that are similar or exceed those obtained for the original resource and be acceptable to Canada. Upon assessment of the replacement, Canada may accept the replacement, exercise the rights in (ii) (A) above, or require another replacement in accordance with this sub-article (c).

Where an Excusable Delay applies, Canada may require (c) (ii) (B) above instead of terminating under the "Excusable Delay" Article. An Excusable Delay does not include resource unavailability due to allocation of the resource to another Contract or project (including those for the Crown) being performed by the Contractor or any of its affiliates.

- (iii) The Contractor must not, in any event, allow performance of the Work by unauthorized replacement persons. The Contracting Authority may order that an original or replacement resource stop performing the Work. In such a case, the Contractor must immediately comply with the order. The fact that the Contracting Authority does not order a resource to stop performing the Work does not relieve the Contractor from its responsibility to meet the requirements of the Contract.
- (iv) The obligations in this article apply despite any changes that Canada may have made to the Client's operating environment.

19. Safeguarding Electronic Media

(a) Before using them on Canada's equipment or sending them to Canada, the Contractor must use a regularly updated product to scan electronically all electronic media used to perform the Work for computer viruses and other coding intended to cause malfunctions. The Contractor must notify

- Canada if any electronic media used for the Work are found to contain computer viruses or other coding intended to cause malfunctions.
- (b) If magnetically recorded information or documentation is damaged or lost while in the Contractor's care or at any time before it is delivered to Canada in accordance with the Contract, including accidental erasure, the Contractor must immediately replace it at its own expense.

20. Representations and Warranties

The Contractor made statements regarding its own and its proposed resources' experience and expertise in its bid that resulted in the award of the Contract and the issuance of TA's. The Contractor represents and warrants that all those statements are true and acknowledges that Canada relied on those statements in awarding the Contract and adding work to it through TA's. The Contractor also represents and warrants that it has, and all its resources and subcontractors that perform the Work have, and at all times during the Contract Period they will have and maintain, the skills, qualifications, expertise and experience necessary to perform and manage the Work in accordance with the Contract, and that the Contractor (and any resources or subcontractors it uses) has previously performed similar services for other customers.

21. Access to Canada's Property and Facilities

Canada's property, facilities, equipment, documentation, and personnel are not automatically available to the Contractor. If the Contractor would like access to any of these, it is responsible for making a request to the Technical Authority. Unless expressly stated in the Contract, Canada has no obligation to provide any of these to the Contractor. If Canada chooses, in its discretion, to make its property, facilities, equipment, documentation or personnel available to the Contractor to perform the Work, Canada may require an adjustment to the Basis of Payment and additional security requirements may apply.

22. Government Property

Canada agrees to supply the Contractor with the items listed in article **6. Client Support** of the Statement of Work. The section of the General Conditions entitled "Government Property" also applies to the use of the Government Property by the Contractor.

23. Transition Services at End of Contract Period

The Contractor agrees to execute the transition tasks identified within the Task Authorizations (if applicable), in the period leading up to the end of the Contract Period, and it will make all reasonable efforts to assist Canada in the transition from the Contractor to a new contract with another supplier.

24. Identification Protocol Responsibilities

The Contractor will be responsible for ensuring that each of its agents, representatives or subcontractors (hereinafter referred to as Contractor Representatives) complies with the following self-identification requirements:

- (a) Contractor Representatives who attend a Government of Canada meeting (whether internal or external to Canada's offices) must identify themselves as Contractor Representatives prior to the commencement of the meeting, to ensure that each meeting participant is aware of the fact that the individual is not an employee of the Government of Canada;
- (b) During the performance of any Work at a Government of Canada site, each Contractor Representative must be clearly identified at all times as being a Contractor Representative; and
- (c) If a Contractor Representative requires the use of the Government of Canada's e-mail system in the performance of the Work, then the individual must clearly identify him or herself as an agent or subcontractor of the Contractor in all electronic mail in the signature block as well as under "Properties." This identification protocol must also be used in all other correspondence, communication, and documentation.

- 632EL
- (d) If Canada determines that the Contractor is in breach of any obligation stated in this Article, upon written notice from Canada the Contractor must submit a written action plan describing corrective measures it will implement to eliminate the recurrence of the problem. The Contractor will have five working days to deliver the action plan to the Client and the Contracting Authority, and twenty working days to rectify the underlying problem.
- (e) In addition to any other rights it has under the Contract, Canada may terminate the Contract for default if the corrective measures required of the Contractor described above are not met.

ANNEX A STATEMENT OF WORK

(SEE ATTACHED DOCUMENT)

632EL

APPENDIX A TO ANNEX A TASKING ASSESSMENT PROCEDURE

- 1. Where a requirement for a specific task is identified, a draft Task Authorization Form (TA Form) as attached at Appendix B to Annex A will be provided to the Contractor in accordance with the allocation methodology stated in the Contract Article titled "Allocation of Task Authorizations". Once a draft TA Form is received, the Contractor must submit to the Technical Authority a quotation of rates to supply the requested Resource Categories based on the information identified in the TA Form, as well as its corresponding proposed resource(s). The quotation must be signed and submitted to Canada within the time for response identified in the TA Form. The Contractor will be given a minimum of 5 working days (or any longer time period specified in the draft TA) turnaround time to submit a quotation.
- With each quotation the Contractor must propose the required number of resources and for each proposed resource the Contractor must supply a résumé, the requested security clearance information and must complete the Response Tables at Appendix C of Annex A applicable to the Resource Categories identified in the draft TA. The same individual must not be proposed for more than one Resource Category. The résumés must demonstrate that each proposed individual meets the qualification requirements described (including any educational requirements, work experience requirements, and professional designation or membership requirements). With respect to the proposed resources:
 - (i) Proposed resources may be employees of the Contractor or employees of a subcontractor, or these individuals may be independent contractors to whom the Contractor would subcontract a portion of the Work. (Refer to Appendix D to Annex A, Certifications).
 - (ii) For educational requirements for a particular degree, designation or certificate, Canada will only consider educational programmes that were successfully completed by the resource before the date the draft TA was first issued to the Contractor.
 - (iii) For requirements relating to professional designation or membership, the resource must have the required designation or membership by the time of draft TA issuance and must continue, where applicable, to be a member in good standing of the profession or membership throughout the assessment period and Contract Period. Where the designation or membership must be demonstrated through a certification, diploma or degree, such document must be current, valid and issued by the entity specified in this Contract or if the entity is not specified, the issuer must have been an accredited or otherwise recognized body, institution or entity at the time the document was issued.
 - (iv) For work experience, Canada will not consider experience gained as part of an educational programme, except for experience gained through a formal co-operative programme at a post-secondary institution.
 - (v) For any requirements that specify a particular time period (e.g., 2 years) of work experience, Canada will disregard any information about experience if the résumé does not include the relevant dates (month and year) for the experience claimed (i.e., the start date and end date). Canada will evaluate only the duration that the resource actually worked on a project or projects (from his or her start date to end date), instead of the overall start and end date of a project or a combination of projects in which a resource has participated.
 - (vi) A résumé must not simply indicate the title of the individual's position, but must demonstrate that the resource has the required work experience by explaining the responsibilities and work performed by the individual while in that position. Only listing experience without providing any supporting data to describe responsibilities, duties and relevance to the requirement, or reusing the same wording as the TA Form, will not be

632EL

considered "demonstrated" for the purposes of the assessment. The Contractor should provide complete details as to where, when, month and year, and how, through which activities/responsibilities, the stated qualifications / experience were obtained. In situations in which a proposed resource worked at the same time on more than one project, the duration of any overlapping time period will be counted only once toward any requirements that relate to the individual's length of experience.

- 3. The qualifications and experience of the proposed resources will be assessed against the requirements set out in Appendix C to Annex A to determine each proposed resource's compliance with the mandatory and rated criteria. Canada may request proof of successful completion of formal training, as well as reference information. Canada may conduct reference checks to verify the accuracy of the information provided. If reference checks are done, they will be conducted in writing by e-mail (unless the contact at the reference is only available by telephone). Canada will not assess any points or consider a mandatory criterion met unless the response is received within 5 working days. On the third working day after sending out the emails, if Canada has not received a response, Canada will notify the Contractor by e-mail, to allow the Contractor to contact its reference directly to ensure that it responds to Canada within 5 working days. Wherever information provided by a reference differs from the information supplied by the Contractor, the information supplied by the reference will be the information assessed. Points will not be allocated or a mandatory criteria considered as met if the reference customer is not a customer of the Contractor itself (for example, the customer cannot be the customer of an affiliate of the Contractor). Nor will points be allocated or a mandatory criteria considered as met if the customer is itself an affiliate or other entity that does not deal at arm's length with the Contractor, Crown references will be accepted.
- 4. During the assessment of the resources proposed, should the references for two or more resources required under that TA either be unavailable or fail to substantiate the required qualifications of the proposed resources to perform the required services, the Contracting Authority may find the quotation to be non-responsive.
- Only quotations that meet all of the mandatory criteria will be considered for assessment of the point rated criteria. Each resource proposed must attain the required minimum score for the point rated criteria for the applicable Resource Category. If the minimum score for any proposed resource is less than what is required, the Contractor's quotation will be found to be non-responsive.
- 6. Once the quotation has been accepted by the Technical Authority, the TA Form will be signed by Canada and provided to the Contractor for signature. The TA Form must be appropriately signed by Canada prior to commencement of any work. The Contractor must not commence work until a validly issued TA Form (the Task Authorization) has been received, and any work performed in its absence is done at the Contractor's own risk.

APPENDIX B TO ANNEX A TASK AUTHORIZATION FORM

(SEE ATTACHED DOCUMENT)

APPENDIX C TO ANNEX A RESOURCES ASSESSMENT CRITERIA AND RESPONSE TABLE

(SEE ATTACHED DOCUMENT)

APPENDIX D TO ANNEX A CERTIFICATIONS AT THE TA STAGE

The following Certifications are to be used, as applicable. If they apply, they must be signed and attached to the Contractor's quotation when it is submitted to Canada.

1.	CERTIFICATION OF EDUCATION AND E	XPERIENCE		
propos achiev Furthe	ontractor certifies that all the information prosed for completing the subject work, particular vements, experience and work history, has bermore, the Contractor warrants that every in able of performing the Work described in the	arly the informa een verified by dividual propos	ation pertaining to educati the Contractor to be true sed by the Contractor for	on, and accurate.
Print r	name of authorized individual & sign above		 Date	-
2.	CERTIFICATION OF AVAILABILITY OF F	PERSONNEL		
persoi reasoi	ontractor certifies that, should it be authorize ns proposed in the quotation will be available nable time from the date of issuance of the v a Form, and will remain available to perform	e to commence alid Task Auth	e performance of the work orization, or within the tim	within a e specified in
Print r	name of authorized individual & sign above		Date	-
3.	CERTIFICATION OF STATUS OF PERSO	ONNEL		
certifice perfor the Co by the	Contractor has proposed any individual who es that it has permission from that individual med under this TA and to submit his/her résontractor must, upon request from the Contraction individual, of the permission that was given y with the request may result in a default unditions.	to propose his/ umé to Canadacting Authority to the Contract	her services in relation to a. At any time during the y, provide the written confi tor of his/her availability.	the Work to be Contract Period irmation, signed Failure to
Print r	name of authorized individual & sign above		 Date	

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Amendment Number:

Buyer ID: 632EL

4.	CERTIFICATION OF LANGUAGE -	English
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4.	CERTIFICATION OF LANGUAGE - English		
fluen	Contractor certifies that the proposed resource(s) in tin English. The individual(s) proposed must be ablut any assistance and with minimal errors.		
——Print	name of authorized individual & sign above	 Date	
5.	NON-DISCLOSURE AGREEMENT		
Publi that is the C limite receis	oyee or subcontractor of (name or subcontractor of (name or subconnection with	In the Work, pursuant to Contract Serial No. In the Grand of the Minister of Canada, represented by the Minister of order Services Agency, including any information ormation conceived, developed or produced by this agreement, information includes but not material, advice or any other information whether or the the most of the material of the materi	on
way of a need meas	ee that I will not reproduce copy, use, divulge, relead or form any information described above to any persect to know basis. I undertake to safeguard the same sures, including those set out in any written or oral in osure of or access to such information in contravent	son other than a person employed by Canada e and take all necessary and appropriate nstructions issued by Canada, to prevent the	on
used	acknowledge that any information provided to the contract and must renase may be.		ì
I agre	ee that the obligation of this agreement will survive t 	the completion of the Contract Serial No.:	
——Print	name of proposed resource & sign above	 Date	

ANNEX B BASIS OF PAYMENT

1. Professional Services

In accordance with the Contract, the Contractor will be paid the following firm all-inclusive per diem rates for work performed pursuant to this Contract, Applicable Taxes extra.

INITIAL CONTRACT PERIOD					
(2 YEAR	(2 YEARS)				
Resource Category	Level of Expertise	Firm Per Diem Rate			
Project Manager	LEVEL 3				
Application/Software Architect	LEVEL 3				
Business Architect	LEVEL 3				
Business Consultant	LEVEL 3	†			
Business Transformation Architect	LEVEL 3	†			
Project Executive	LEVEL 3				
Business Analyst	LEVEL 1				
Business Analyst	LEVEL 2				
Business Analyst	LEVEL 3				
Business System Analyst	LEVEL 2	†			
Business System Analyst	LEVEL 3	†			
Change Management Consultant	LEVEL 3	†			
Tester	LEVEL 2	†			
Tester	LEVEL 3				

OPTION YEAR 1 (1 YEAR)			
Resource Category	Level of Expertise	Firm Per Diem Rate	
Project Manager	LEVEL 3	***	
Application/Software Architect	LEVEL 3		
Business Architect	LEVEL 3	+	
Business Consultant	LEVEL 3	†	
Business Transformation Architect	LEVEL 3	†	
Project Executive	LEVEL 3	†	
Business Analyst	LEVEL 1	<u> </u>	
Business Analyst	LEVEL 2	<u> </u>	
Business Analyst	LEVEL 3	<u> </u>	
Business System Analyst	LEVEL 2	†	
Business System Analyst	LEVEL 3	†	
Change Management Consultant	LEVEL 3	†	
Tester	LEVEL 2	†	
Tester	LEVEL 3	†	

OPTION YEAR 2 (1 YEAR)			
Resource Category	Level of Expertise	Firm Per Diem Rate	
Project Manager	LEVEL 3		
Application/Software Architect	LEVEL 3	†	
Business Architect	LEVEL 3	†	
Business Consultant	LEVEL 3	†	
Business Transformation Architect	LEVEL 3	†	
Project Executive	LEVEL 3	<u> </u>	
Business Analyst	LEVEL 1	_	
Business Analyst	LEVEL 2		
Business Analyst	LEVEL 3	†	
Business System Analyst	LEVEL 2	†	
Business System Analyst	LEVEL 3	†	
Change Management Consultant	LEVEL 3	†	
Tester	LEVEL 2	†	
Tester	LEVEL 3	†	

OPTION YEAR 3					
(1 YEAF	(1 YEAR)				
Resource Category	Level of Expertise	Firm Per Diem Rate			
Project Manager	LEVEL 3	2			
Application/Software Architect	LEVEL 3	1			
Business Architect	LEVEL 3	1			
Business Consultant	LEVEL 3	1			
Business Transformation Architect	LEVEL 3	1			
Project Executive	LEVEL 3	1			
Business Analyst	LEVEL 1	1			
Business Analyst	LEVEL 2	1			
Business Analyst	LEVEL 3	1			
Business System Analyst	LEVEL 2	1			
Business System Analyst	LEVEL 3	1			
Change Management Consultant	LEVEL 3	†			
Tester	LEVEL 2	†			
Tester	LEVEL 3	†			

ANNEX C SECURITY REQUIREMENTS CHECK LIST

(SEE ATTACHED DOCUMENT)

Buyer ID: 632el

Annex A

Statement of Work

Contract Number:
47419-192246/002/EL

Amendment Number:

Buyer	ID:
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1.	TITLI	E	3		
2.	BAC	KGROUND	3		
3.	OBJE	ECTIVES	3		
4.	SCO	PE	5		
5.	TASE	<s< td=""><td>5</td></s<>	5		
9	5.1	APPLICATION/SOFTWARE ARCHITECT – LEVEL 3	5		
5	5.2	TESTER - LEVEL 2	6		
5	5.3	TESTER - LEVEL 3	7		
5	5.4	BUSINESS ANALYST – LEVEL 1	7		
5	5.5	BUSINESS ANALYST – LEVEL 2	8		
5	5.6	BUSINESS ANALYST – LEVEL 3	9		
5	5.7	BUSINESS ARCHITECT – LEVEL 3	9		
5	5.8	BUSINESS CONSULTANT – LEVEL 3	10		
	5.9	BUSINESS SYSTEM ANALYST – LEVEL 2	11		
5	5.10	BUSINESS SYSTEM ANALYST – LEVEL 3	11		
5	5.11	BUSINESS TRANSFORMATION ARCHITECT – LEVEL 3	12		
5	5.12	CHANGE MANAGEMENT CONSULTANT – LEVEL 3	12		
5	5.13	PROJECT EXECUTIVE – LEVEL 3	13		
5	5.14	PROJECT MANAGER – LEVEL 3	13		
6.	CLIE	NT SUPPORT	14		
7.	DELI	VERABLES	14		
8.	SER\	/ICE LEVELS	14		
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Buyer ID: 632el

1. TITLE

Canada Border Services Agency (CBSA) requires Informatics Professional Services resources, on an as-and-when-requested basis, to perform various functions within the Commercial Portfolio Directorate (CPD).

2. BACKGROUND

The Commercial Portfolio Directorate is responsible for enabling effective and efficient border management through the design, development, implementation, and delivery of large business transformation projects.

The Directorate manages projects according to project lifecycle processes which include the drafting of project charters and plans, and reporting against those plans to ensure adherence to program and business direction and scope of the project. Further, the Directorate's project teams ensure that issue, change and risk management and other required plans and strategies for the project are both articulated and managed.

The Directorate is also responsible for providing services related to the introduction, management (financial, project, etc.), modernization and monitoring of existing and new commercial IT-enabled services, working within the CBSA applicable frameworks.

The Directorate must also ensure that interfaces with Information Technology (IT) application development, architectural and infrastructure specialists are seamless so that IT components can be successfully implemented and released into production in support of projects and services.

The Directorate is also responsible for completing business transformation activities, delivering program and policy requirements through consultations with internal and external stakeholders, and providing business requirements definition, training packages, operational procedures and implementation guidelines for Headquarters, field staff and the trade community.

The Directorate delivers products and services to inform, on-board and provide operational support to clients. To do this, the Directorate offers communication and outreach activities, conducts system testing and onboarding of clients to the CBSA's technical environment and delivers service support offerings (including some 24/7 services) through multiple channels to assist both internal and external clients with real-time technical and processing issues.

3. OBJECTIVES

The CBSA uses a service-centric model to design, develop, operate, maintain and enhance services in support of the CBSA's mission and objectives.

IT Enabled Business Support Services for the Commercial portfolio directly support delivery of the CBSA Commercial Program services or functions.

Currently, Commercial Portfolio Support Services includes the following services:

• Commercial Data Acquisition and Notification Service [CDANS]

 This service provides: import and in transit related electronic trade data acquired from importers, carriers, freight forwarders, warehouse operators, brokers and Canada Post and export-related electronic trade data acquisition from exporters, carriers, freight forwards, brokers and Statistic Canada.

Commercial Import/Export Determination Service [CIEDS]

- This service supports the determination of admissibility of commercial goods, conveyances and equipment when they arrive in Canada and the control of goods when they leave Canada.
- This service contributes to the decision to admit the goods into Canada which can take one of the following forms:
 - Goods released
 - Goods authorized to move (for temporary imports or shipments in transit) or,
 - Goods referred for further action
- This service contributes to the decision to allow the export of goods from Canada to:
 - Control the export of strategic, dangerous, controlled or regulated goods;
 - Control the outbound movement of goods in transit through Canada; and
 - Verify the departure from Canada of currency in accordance with the Proceeds of Crime, Money Laundering and Terrorist Financing Act.
- This includes support for import movements and goods as well as the requirements of Participating Government Agencies.

Commercial Risk Assessment Service [CRAS]

- This service supports the assessment of the risk related to the movement of commercial goods, conveyances and equipment prior to their release into Canada to identify threats to the health, safety, and security of Canada's population and the assessment of the risk related to strategic, dangerous or regulated goods that are being exported from Canada.
- The output of the support service may contribute to a recommendation to examine the goods prior to loading (examination delegated to foreign authority), upon arrival to Canada, prior to release or prior to export.

• Commercial Trusted Trader Program Membership Service [CTTPMS]

- This service provides support for the issuance and maintenance of memberships in Trusted Trader programs. Trusted Trader programs provide trade chain partners who are deemed to be low risk with facilitated border processing. Membership is based upon a standard risk assessment process during application and is subject to reevaluation during the period of membership.
- Included in this service is the management of FAST (Free and Secure Trade), CSA (Customs Self-Assessment), PIP (Partners in Protection), and CDRP (Commercial Driver Registration Program) memberships.
- This service operates on a (partial) cost recovery basis. It uses Revenue Management services to collect and account for fees.

• Revenue Management Service [RMS]

 This service consists of business capabilities that allow the CBSA to support the management and reporting of all tax and non-tax revenue collected by the CBSA either for the CBSA or on behalf of another government department or agency.

Trade Program Assessment and Compliance Service [TPACS]

- This service consists of a series of capabilities, processes, policies and systems enabling assessing and re-assessing revenue capabilities, including duties and taxes, penalties, interest charges, drawbacks, refunds and remissions, as well as reviews and recourse.
- This service also identifies who a Commercial client is, their attributes, and how they interact with the CBSA.

 It includes both inward-facing functionality needed for CBSA users and outwardfacing functionality to allow commercial clients to enroll as a CBSA Trade Chain Partner in a centralized manner.

New services may be developed or enhanced and existing services may be transformed or disappear over time as the CBSA undertakes business modernization and transformation activities.

4. SCOPE

The Contractor will provide following informatics professional services resource categories on an as and when requested basis for the purpose of supporting the CPD team in the planning, design, development, implementation and management and support of the Directorate's needs.

RESOURCE CATEGORY	LEVEL OF EXPERTISE
Application/Software Architect	3
Tester	2
Tester	3
Business Analyst	1
Business Analyst	2
Business Analyst	3
Business Architect	3
Business Consultant	3
Business System Analyst	2
Business System Analyst	3
Business Transformation Architect	3
Change Management Consultant	3
Project Executive	3
Project Manager	3

5. TASKS

5.1 APPLICATION/SOFTWARE ARCHITECT - LEVEL 3

The Application/Software Architect, Level 3, will be responsible for, but not limited to, doing the following:

- Designing service, application and technical architectures either for high volume enterprise-wide systems or a major application area with national (country wide) implementation;
- Developing service, application and technical architecture frameworks and strategies, either for an organization or for a major application area, to meet the business and application requirements:
- Developing architecture documentation including architecture release options and proposals, architecture design specifications, architecture strategies and architecture plans;
- Identifying the policies and requirements that drive out a particular solution;
- Analyzing and evaluating alternative technology solutions to meet business problems;
- Ensuring the integration of all aspects of technology solutions;
- Monitoring industry trends to ensure that solutions fit with government and industry directions for technology;
- Analyzing functional requirements to identify information, procedures and decision flows;

- Evaluating existing procedures and methods, identifying and documenting database content, structure, and application sub-systems, and developing data dictionary;
- Defining and documenting interfaces of manual to automated operations within application subsystems, to external systems and between new and existing systems;
- Defining input and output sources, including detailed plan for technical design phase, and obtaining approval of the system proposal;
- Identifying and documenting system specific standards relating to programming, documentation and testing, covering program libraries, data dictionaries, naming conventions, etc.;
- Ensuring consistency and integration with the organization's and government architectures and business strategies;
- Designing and developing service architecture transition states and future states to provide architecture direction and guidance to inform solutions architecture.
- Evaluating the feasibility of the architecture and technologies related to a business change;
- Identifying risks associated with the architecture and technologies and recommending risk mitigation;
- Recommending alternative solutions, methodologies and strategies; and
- Assisting in the prioritization and assignment of architectural improvements.

Specialties could include but are not limited to:

ActiveX	EbXML	Java	OLAP	Rose	SQL*Plus
ADS	ERWin	JavaScript	Oracle	RPG	SQL*Report
ASP	HML	JDBC	Oracle CASE	RUP	Sybase
BPWin	HTML	JSP	Oracle	SAP	TCP/IP
C++	IBM DB2	MIL-STD-498	Financials	SQL Server	Unisys DBII
CICS	IDMS	MS Access	Perl	SQL*DBA	Unix
Cold	Impromptu	MS SQL	PHP	SQL*Forms	Visual Basic
Fusion	IMS	.NET	PL/SQL	SQL*Menu	Visual C++
CORBA	Informix	Netron/CAP	PowerBuilder	SQL*Net	XML
Crystal	Ingres	ODBC	Rational		
Reports	J2EE				
Delphi					

5.2 TESTER - LEVEL 2

The Tester, Level 2, will be responsible for, but not limited to, doing the following:

- Testing, test planning and coordination;
- Supervision of testing in accordance with the plan;
- Management and monitoring of test plans for all levels of testing;
- Management of walkthroughs and reviews related to testing and implementation readiness;
- Status reporting;
- Development of test scenarios and test scripts;
- Establishing and maintaining source and object code libraries for a multi-platform, multi-operating system environment;
- Establishing software testing procedures for unit test, integration testing and regression testing with emphasis on automating the testing procedures;
- Establishing and operating "interoperability" testing procedures to ensure that the interaction and co-existence of various software elements, which are proposed to be distributed on the common infrastructure, conform to appropriate departmental standards (e.g. for performance,

compatibility, etc.) and have no unforeseen detrimental effects on the shared infrastructure;

- Establishing a validation and verification capability which assumes functional and performance compliance;
- Coordinating testing impacts (estimates) of new development, problem reports, and platform modifications for new releases; and
- Participating in workshops and client meetings.

5.3 TESTER - LEVEL 3

The Tester, Level 3, will be responsible for, but not limited to, doing the following:

- Testing, test planning and coordination;
- Supervision of testing in accordance with the plan;
- Management and monitoring of test plans for all levels of testing;
- Management of walkthroughs and reviews related to testing and implementation readiness;
- Status reporting;
- Development of test scenarios and test scripts;
- Establishing and maintaining source and object code libraries for a multi-platform, multi-operating system environment;
- Establishing software testing procedures for unit test, integration testing and regression testing with emphasis on automating the testing procedures;
- Establishing and operating "interoperability" testing procedures to ensure that the interaction and co-existence of various software elements, which are proposed to be distributed on the common infrastructure, conform to appropriate departmental standards (e.g. for performance, compatibility, etc.) and have no unforeseen detrimental effects on the shared infrastructure;
- Establishing a validation and verification capability which assumes functional and performance compliance;
- Coordinating testing impacts and estimates of new development, problem reports, and platform modifications for new releases;
- Participating in workshops and client meetings;
- Becoming familiar with the projects by reviewing application systems, documentation such as Project Charters, Plans, Models, Prototypes, Business Use Cases (BUCs), and System Use Cases (SUCs); and
- Coaching and mentoring test teams or developers on testing methods, best practices and testing tools.

5.4 BUSINESS ANALYST - LEVEL 1

The Business Analyst, Level 1, will be responsible for, but not limited to, doing the following:

- Researching and documenting current state business processes and the supporting information systems;
- Contributing to project-related communications including, but not limited to: briefing notes, decision papers, discussion papers, and presentations;
- Adapting written and verbal communications to the audience as appropriate;
- Coordinating meetings, documenting minutes, tracking decisions, and monitoring action items;
- Providing regular status reports and escalating concerns as appropriate;
- Eliciting business requirements from stakeholders using the most appropriate method for the circumstances; this may include conducting individual consultations, surveys, participating in group sessions and Joint Application Design (JAD) Sessions;

- Critically evaluating information to identify gaps, reconcile conflicts, decompose high-level
 information into details, abstract up from low-level information to a general understanding, and
 distinguish user requests from the underlying true business needs;
- Researching, documenting and illustrating process flows and diagrams;
- Documenting business needs, rules, requirements, and specifications;
- Maintaining traceability of business requirements;
- Delivering work products through the life cycle according to selected departmental methodologies;
- Providing support and subject-matter expertise to business and technical communities including, but not limited to: fellow business analysts, project sponsors, architects, systems analysts, software developers, and testers; and
- Reviewing technical documentation including, but not limited to: systems use cases, systems specifications, and architecture documents.

5.5 BUSINESS ANALYST - LEVEL 2

The Business Analyst, Level 2, will be responsible for, but not limited to, doing the following:

- Contributing to the assessment of the organization's capacity and capability to undertake and successfully deliver an initiative or a change;
- Researching and documenting current state business processes and the supporting information systems;
- Processing business problems into solutions or new opportunities and initiatives, and providing recommendations:
- Providing recommendations on a range of issues affecting the organization's ability to achieve the project's business objectives;
- Conducting research and presenting findings through a variety of means including, but not limited to: briefing notes, decision papers, discussion papers, and presentations;
- Adapting written and verbal communications to the audience as appropriate;
- Coordinating and leading meetings, documenting minutes, tracking decisions, and monitoring action items;
- Providing regular status reports and escalating concerns as appropriate;
- Identifying and analyzing risks and issues, especially related to requirements:
- Contributing to measures to mitigate and control risks and issues;
- Eliciting business requirements from stakeholders using the most appropriate method for the circumstances; this may include conducting individual consultations, surveys, facilitating group sessions and facilitating Joint Application Design (JAD) Sessions;
- Critically evaluating information to identify gaps, reconcile conflicts, decompose high-level information into details, abstract up from low-level information to a general understanding, and distinguish user requests from the underlying true business needs:
- Researching, documenting and illustrating process flows and diagrams;
- Documenting business needs, rules, requirements, and specifications;
- Maintaining traceability of business requirements;
- Delivering work products through the life cycle according to selected departmental methodologies;
- Identifying the need for changes and amendments as appropriate to meet evolving business needs;
- Providing support and subject-matter expertise to business and technical communities including, but not limited to: fellow business analysts, project sponsors, architects, systems analysts, software developers, and testers;
- Reviewing technical documentation including, but not limited to: systems use cases, systems specifications, and architecture documents; and

 Reviewing project management documentation including, but not limited to: project charters, plans, and schedules.

5.6 BUSINESS ANALYST - LEVEL 3

The Business Analyst, Level 3, will be responsible for, but not limited to, doing the following:

- Advising on the organization's capacity and capability to undertake and successfully deliver an initiative or a change:
- Researching and documenting current state business processes and the supporting information systems;
- Providing strategic advice on the transformation of business problems into solutions or new opportunities and initiatives;
- Delivering recommendations on a range of issues affecting the organization's ability to achieve the project's business objectives;
- Conducting research and presenting findings through a variety of means including, but not limited to: briefing notes, decision papers, discussion papers, and presentations;
- Adapting written and verbal communications to the audience as appropriate, up to and including senior management and executives;
- Leading meetings, documenting minutes, tracking decisions, and monitoring action items;
- Providing regular status reports and escalating concerns as appropriate;
- Identifying and analyzing risks and issues, especially related to requirements;
- Implementing and advising on measures to mitigate and control risks and issues;
- Eliciting business requirements from stakeholders using the most appropriate method for the circumstances; this may include conducting individual consultations, surveys, facilitating group sessions and facilitating Joint Application Design (JAD) Sessions;
- Critically evaluating information to identify gaps, reconcile conflicts, decompose high-level information into details, abstract up from low-level information to a general understanding, and distinguish user requests from the underlying true business needs:
- Researching, documenting and illustrating process flows and diagrams;
- Documenting business needs, rules, requirements, and specifications;
- Maintaining traceability of business requirements;
- Ensuring that work products are delivered through the life cycle according to selected departmental methodologies;
- Monitoring project scope and identifying the need for changes and amendments as appropriate to meet evolving business needs;
- Providing support and subject-matter expertise to business and technical communities including, but not limited to: fellow business analysts, project sponsors, architects, systems analysts, software developers, and testers;
- Reviewing technical documentation including, but not limited to: systems use cases, systems specifications, and architecture documents;
- Reviewing and updating project management documentation including, but not limited to: project charters, plans, and schedules;
- · Mentoring business analysts; and
- Ensuring comprehensive knowledge transfer.

5.7 BUSINESS ARCHITECT - LEVEL 3

The Business Architect, Level 3, will be responsible for, but not limited to, doing the following:

• Developing policies and rules that allow an organization to carry out its mandate and functional responsibilities, and that govern the organization's actual and planned capabilities in terms of

computers, data, information, human resources, communication facilities, software and management responsibilities;

- Advising on the creation and implementation of commercial business processes;
- Developing business architecture to align organization with strategic objectives;
- Developing the specifications for where, how and why the various organizational components fit together as they do, and how they support the organization's mandate;
- Creating presentations and use cases; consulting and presenting to various stakeholders, and facilitating meetings and discussions;
- Constant training and provisioning of guidance of CBSA staff who are working on service management or projects, which includes transfer of knowledge;
- Developing and coordinating policies, processes and systems related to commercial risk assessment, border passage processing, and collection and processing of advance reporting information in electronic and paperless communication methods;
- Performing mapping of World Custom Organization data model and the EDIFACT standards;
- Ensuring consistency and integration with the organization's and government architectures and business strategies;
- Evaluating the feasibility of the architecture and technologies related to a business change;
- Identifying risks associated with the architecture and technologies and recommending risk mitigation;
- Analyzing and recommending alternative solutions, methodologies and strategies;
- Assisting in the prioritization and assignment of architectural improvements; and
- Development of a service architectural strategy and plan.

Specialties could include but are not limited to:

- BPWin
- Oracle CASE
- Rational Rose
- RUP
- Qualiware
- Archimate
- BPMN

5.8 BUSINESS CONSULTANT - LEVEL 3

The Business Consultant, Level 3, will be responsible for, but not limited to, doing the following:

- Analyzing, evaluating, developing business processes (financial, operational, systems, etc.);
- Identifying organizational and project business opportunities for improvement and streamlining of business processes;
- Identifying, developing and evaluating critical success parameters, factors and performance measurements;
- Co-ordinating other stakeholders in development and implementation of business improvement processes and programs;
- Co-ordinating architecture documentation including architecture release options and proposals, architecture design specifications, architecture strategies and architecture plans;
- Analysis and development of architecture requirements design inventories and matrices, process identification and development, process mapping;
- Managing business requirements by translating business objectives into systems requirements;
- Managing interim state business requirements and business processes as the CBSA architecture, services and applications evolve from current state to its final end-state vision;
- Developing external client documentation user guides and training manuals;

- Developing practical and sound research methods for analyzing, planning and executing the evolution commercial services and applications;
- Collecting and analyzing information and presenting findings on complex issues, carrying out or coordinating research as required and preparing reports or documents;
- Performing Strength, Weaknesses, Opportunities and Threats (SWOT) analysis;
- Developing and assisting with a test strategy for the emerging technologies and new initiatives or projects:
- Developing service application and project deployment plans and Release schedules; and
- Providing training, coaching and guidance to service management and project team; including the sharing of best practices and knowledge transfer.

5.9 BUSINESS SYSTEM ANALYST - LEVEL 2

The Business System Analyst, Level 2, will be responsible for, but not limited to, doing the following:

- Writing a detailed statement of requirements for the proposed alternative recommended in the preliminary analysis report;
- Performing business analysis of functional requirements to identify information, procedures, and decision flows;
- Documenting existing procedures and methods, identify and documents items such as database content, structure, application subsystems, and develop data dictionary;
- Documenting interfaces of manual to automated operations within application subsystems, to external systems, and between new and existing systems;
- Analysis and development of business requirements inventories and matrices, business process identification and development, process mapping to business requirements and applications:
- Managing business requirements by translating business objectives into systems requirements;
- Preparing acceptance test criteria with client; and
- Supporting and using the selected departmental methodologies.

Specialties could include but are not limited to:

- BPWin
- Oracle CASE
- Rational Rose
- RUP

5.10 BUSINESS SYSTEM ANALYST - LEVEL 3

The Business System Analyst, Level 3, will be responsible for, but not limited to, doing the following:

- Developing and documenting a detailed statement of requirements for the proposed alternative recommended in the preliminary analysis report;
- Performing business analysis of functional requirements to identify information, procedures, and decision flows:
- Evaluating existing procedures and methods, identifying and documenting items such as database content, structure, application subsystems, and developing data dictionary;
- Defining and documenting interfaces of manual to automated operations within application subsystems, to external systems, and between new and existing systems;
- Identifying candidate business processes for re-design, prototyping potential solutions, providing trade-off information and suggesting a recommended course of action. Identifying the modifications to the automated processes;

- Analysis and development of business requirements inventories and or matrices, business process identification and development, process mapping to business requirements and applications;
- Managing business requirements by translating business objectives into systems requirements;
- Establishing acceptance test criteria with client; and
- Supporting and using the selected departmental methodologies.

Specialties could include but are not limited to:

- BPWin
- Oracle CASE
- Rational Rose
- RUP

5.11 BUSINESS TRANSFORMATION ARCHITECT - LEVEL 3

The Business Transformation Architect, Level 3, will be responsible for, but not limited to, doing the following:

- Analysis and development of business success Critical Success Factors;
- Analysis and development of architecture requirements design, process development, process mapping and training;
- Responsible for leading other functional staff to define business strategy and processes in support of transformation and change management activities;
- Participating in change impact analysis and change management activities;
- Participating in organizational realignment, job redesign, organizational restructuring;
- Coordinating development of training and coordination with other stakeholders;
- Creating presentations and presenting to various stakeholders, and facilitating meetings and discussions;
- Providing or modifying the business contextual details required to develop systems to automate
 key business processes to allow the proper evaluation of the impacts of the new technology on
 the business in order to plan and design a successful implementation plan;
- Depicting, through Business Use Cases (BUCs) and a series of models and diagrams, the "As-Is" and the "To-Be" business process; and
- Constant training and provisioning of guidance of junior staff, which includes transfer of knowledge.

5.12 CHANGE MANAGEMENT CONSULTANT - LEVEL 3

The Change Management Consultant, Level 3, will be responsible for, but not limited to, doing the following:

- Analysis and development of business Critical Success Factors;
- Analysis and development of architecture requirements design, process development, process mapping and training;
- Responsible for defining business strategy and processes in support of transformation and change management activities;
- Participating in change impact analysis and change management activities;
- Participating in organizational realignment (job re-design organizational re-structuring);
- Coordinating development of training and coordinating with other stakeholders;
- Creating presentations and present to various stakeholders, and facilitating meetings and discussions; and

Buyer ID: 632el

• Constant training and provisioning of guidance of CBSA junior staff who are working on projects, which includes transfer of knowledge.

5.13 PROJECT EXECUTIVE - LEVEL 3

The Project Executive, Level 3, will be responsible for, but not limited to, doing the following:

- Defining and documenting project objectives, determining budget requirements;
- Meeting with CBSA executives to ensure all (internal and external) stakeholders are committed and moving forward on project goals;
- Managing and mentor project managers;
- Leading Critical Design Review(s) of IT enabled projects through various phases of project gating (project gating represents key decision point in a project lifecycle phase) and approval processes;
- Authorising or rejecting proposed changes to cost or timescale beyond tolerance levels and all
 proposed changes to scope, checking for possible effects on the Business Case;
- Maintaining awareness and providing strategic direction for implementation of the World Customs Organization Standards;
- Ensuring Risks and Issues are being tracked and mitigated and resolved:
- Liaising with Program or Corporate Management on progress;
- Organising and chairing meetings of the Project Board and report to Project Director;
- Advising on the project's continuance or early closure at stage review gate meetings of the Project Board;
- Documenting formal closure of the project; and
- Holding a Post-Project Review to ensure benefits are realised.

5.14 PROJECT MANAGER - LEVEL 3

The Project Manager, Level 3, will be responsible for, but not limited to, doing the following:

- Managing the project during the development, implementation and operations start-up by
 ensuring that resources are made available and that the project is developed and is fully
 operational within previously agreed time, cost and performance parameters;
- Formulating statements of problems; establishing procedures for the development and implementation of significant, new or modified project elements to solve these problems, and obtaining approval thereof;
- Defining and documenting the objectives for the project; determining budgetary requirements, the composition, roles and responsibilities and terms of reference for the project team;
- Reporting progress of the project on an ongoing basis and at scheduled points in the life cycle;
- Meeting in conference with stakeholders and other project managers and states problems in a form capable of being solved;
- Preparing plans, charts, tables and diagrams to assist in analyzing or displaying problems; working with a variety of project management tools;
- Facilitating project sign-off;
- Leading business requirements and modeling workshop facilitation sessions with internal and external stakeholders;
- Developing standardized tools, templates and methods for the gathering of business requirements and modeling of the business architecture; and
- Constant training and provisioning of guidance of CBSA junior staff who are working on projects, which includes transfer of knowledge.

Buyer ID: 632el

6. CLIENT SUPPORT

CBSA will provide the resources with a workstation, computer and telephones, email address (where applicable and available) and all necessary materials to perform their functions. Some resources may be required to work off-site, which may require the use of a CBSA laptop or other computer.

7. DELIVERABLES

The Contractor will provide various reports, plans, work breakdown structures, schedules and other related documents as specified in the applicable Task Authorization. All deliverables are to be submitted in English and as described in each Task Authorization.

8. SERVICE LEVELS

Normal Working Hours

Normal working hours will be no earlier than 7:00am to no later than 6:00pm EST Monday through Friday (with the exception of statutory holidays as defined by the province of work). The resources will be expected to work 7.5 hours a day within normal working hours, unless arrangements are made ahead of time with the Technical Authority. The Technical Authority will authorize additional hours of work in advance, at the same per diem rate included in the contract. The resources will normally work during regular business hours, on CBSA's site, unless otherwise agreed upon by the Contractor and the Technical Authority. For the duration of the Contract all resources must be available to work outside normal office hours as required.

Outside Normal Working Hours and Callback

The Contractor's resources might also be requested to work outside normal working hours or during week-ends to perform urgent tasks, fix production, pre-production, or proof-of-concept tasks and problems. All time worked will be compensated in accordance with Annex B.

Work Location

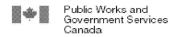
The Work will be performed on CBSA premises located within the National Capital Region. Over the duration of the Contract, the main location of business of CBSA's various locations or Branches may change but will remain in the National Capital Region (NCR), and no costs will be paid by CBSA to the Contractor to compensate for any costs associated with transition from one Work location to another. There may be occasional meetings at other locations in the NCR or at other Government of Canada premises, but no significant travel will be required. All expenses for travel within the NCR are to be paid by the Contractor.

Upon verification with the departmental security officer, the Technical Authority may authorize the resources to telework on a part-time basis.

GLOSSARY

Acronym or Term	Definition
As-Is business process	An "as is" business process defines the current state of the business process in an organization. Typically the analysis goal in putting together the current state process is to clarify exactly how the business process works today, kinks and all.
Business Case	A business case captures the reasoning for initiating a project or task. It is often presented in a well-structured written document, but may also come in the form of a short verbal agreement or presentation
Business Use Cases	A primary purpose of the model of business use cases and actors is to describe how the business is used by its customers and partners. Activities that directly concern the customer, or partner, as well as supporting or managerial tasks that indirectly concern the external party can be presented.
CBSA Trade Chain Partner	An enterprise that is directly involved in the importation or cross-border movement of goods imported into or transported through Canada.
Corporate Management	The <u>process</u> of leading, administrating and <u>directing</u> a <u>company</u> . <u>Business</u> tasks often performed by corporate management might include <u>strategic</u> <u>planning</u> , as well as managing company resources and applying them toward attaining the company's objectives.
Critical Design Review	A Critical Design Review (CDR) is a multi-disciplined technical review to ensure that a system can proceed into fabrication, demonstration, and test and can meet stated performance requirements within cost, schedule, and risk.
Critical Success Factors	Critical success factors (CSFs), also known as Key Results Areas (KRAs), refer to the activities that must be completed to a high standard of quality in order to achieve the goals of your project. CSFs are a way to prioritize certain tasks as the project plan is being executed
EDIFACT	The international standard for electronic data interchange (EDI). The term stands for Electronic Data Interchange For Administration, Commerce and Transport.
Issues	Issue management is the process of identifying and resolving issues. Problems with staff or suppliers, technical failures, material shortages – these might all have a negative impact on your project
Joint Application Design Sessions	Joint application design (JAD) is a process used in the life cycle area of the dynamic systems development method (DSDM) to collect business requirements while developing new information systems for a company.
Models	A business model describes the rationale of how an organization creates, delivers, and captures value, in economic, social, cultural or other contexts. The process of business model construction and modification is also called business model innovation and forms a part of business strategy
Plans	Project planning is the process of establishing the scope, defining the objectives and steps to obtain them. It is one of the most important of the processes that make up project management. The output of the project planning process is a project management plan.
Post-Project Review	A Post-Implementation Review (PIR) is conducted after completing a project. Its purpose is to evaluate whether project objectives were met, to determine how effectively the project was run, to learn lessons for the future, and to ensure that the organization gets the greatest possible benefit from the project

Program Management	Program management is the process of managing several related projects,
	often with the intention of improving an organization's performance.
Project Board	The Project Board is part of the PRINCE2 Project Management Structure. The Project Board is responsible for the success of the project based on instruction from corporate / program management. The Project Board establishes the constraints in which the Project Manager operates.
Project Charters	It provides a preliminary delineation of roles and responsibilities, outlines the project objectives, identifies the main stakeholders, and defines the authority of the project manager. It serves as a reference of authority for the future of the project. The terms of reference are usually part of the project charter.
Project Director	A project director is a project management role in which an individual strategically oversees, monitors and manages an IT project from an executive level. As the most responsible authority over a project, this individual is charged with managing IT team members and allocated resources.
Prototypes	A prototype is an early sample, model, or release of a product built to test a concept or process or to act as a thing to be replicated or learned from. It is a term used in a variety of contexts, including semantics, design, electronics, and software programming.
Risks	According to the Project Management Institute's PMBOK, Risk management is one of the ten knowledge areas in which a project manager must be competent. Project risk is defined by PMI as, "an uncertain event or condition that, if it occurs, has a positive or negative effect on a project's objectives
System Use Cases	In software and systems engineering, a use case is a list of actions or event steps typically defining the interactions between a role (known in the Unified Modeling Language as an actor) and a system to achieve a goal. The actor can be a human or other external system.
To-Be business process	A "to be" business process defines the future state of a business process in an organization. Typically the analysis goal in putting together the future state process is to clarify how the business process will work, at some point in the future, once changes are made.
World Custom Organization	The World Customs Organization (WCO), established in 1952 as the Customs Co-operation Council (CCC) is an independent intergovernmental body whose mission is to enhance the effectiveness and efficiency of Customs administrations.
	Website: http://www.wcoomd.org/en/about-us/what-is-the-wco.aspx
World Customs Organization Standards	The WCO Secretariat hopes that Members of the Organization and its partners from the business community and other international organizations will find the SAFE Package and its contents a valuable aid both in understanding the dynamics of this major WCO instrument and in its global application and implementation
	Website: http://www.wcoomd.org/en/topics/facilitation/instrument-and-tools/tools/safe_package.aspx



Travaux publics et Services gouvernementaux Canada

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Charge	é du projet)			
A. General Information / Informations générale	<u>s</u>				
Contract Number / Numéro du contrat :					
Contractor Name / Nom du Contracteur :					
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT) :	Commitment No. Nº de l'engagement :	Financial C Code final	-	Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
B. For Amendments Only / Aux fins de modific	ation seulement			•	
Amendment No. / № de la modification :					
Reason for the Amendment / Raison pour la modification	:				
C. TA Requirements / Exigences relatives à l'A	<u>r</u>				
Required Resource(s) / Ressource(s) requise(s)					
Category and Level Catégorie et Niveau		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	ort (days) / Niveau Linguistic Profile / Profile d'effort estimatif linguistique Nivea		
Statement of Work (tasks, deliverables, reports, etc.) / Ér	noncé des travaux (tâches, livra	ables, rapports, etc.)			
See attached / Voir pièce jointe					
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :			Initial End Date	/ Date de fin initiale :	
Extented End Date (See Reason for the Amendment) / D	ate de fin prolongée (voir Raisc	on pour la modification):			
Option To Extend Initial End Date / Option pour prole	onger la date de fin initiale				
Optional End Date(s) / Date(s) de fin o	ptionnelle(s)		Sta	tus / Statut	
			O In Ef	fect / en vigueur	
Travel Requirement(s) / Exigence(s) de voyage :	n/a				
Work Location(s) / Lieu(x) de travail :	11/4				
PART 2 (completed by the Contractor and/or the Technical/Project Authority) /	PARTIE 2 (complété par le Contracte	ur et/ou le Responsable technique / 0	Chargé du projet)		
Contractor Resource(s) and Estimated Cost / F Note: once approved, only the following resources may provide services under this TA / N	Ressource(s) du Contract. lota : une fois approuvée, seules les ressources	eur et Coût total es suivantes peuvent fournir des service	timatif es sous la présente AT		
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
	1	1	1	I	ا م م

0					\$0.00
0					\$0.00
	_	Tot	tal Estimated Cos	t / Coût total estimatif	\$0.00
Check applicable Basis of F Cocher la Base de Paiement		Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANADA /	PARTIE 3 - APPROBATIO	N DE L'AT PAR LI	E CANADA		
certify(ies) that the content of this TA is in accordance with the client's authorization limit is \$250,000. When the value of Applicable Taxes) is in excess of this limit, the TA must be storwarded to the PWGSC Contracting Authority for authorization.	of a TA and its amendments (excluding igned by the authorized client and	que le contenu de cette A' La limite d'autorisation du (excluant les taxes applica transmise à l'autorité cont	client est \$250,000. I ables) dépasse cette	_orsque la valeur de l'AT e limite, l'AT doit être signée	
Name of Authorized Client / Nom du client autorisé	Date	Name of Contracting Auth	nority / Nom de l'autor	ité contractante	Date
Signature		Signature			-
PART 4 - CONTRACTOR SIGNATURE /	PARTIE 4 - SIGNATURE D	U CONTRACTEU	R		
Name and Title of individual authorized to sign on behalf of ti Nom et titre Signature de la personne autorisée à signer au		Signature			Date

Buyer ID: 632el

APPENDIX C TO ANNEX A RESOURCES ASSESSMENT CRITERIA AND RESPONSE TABLE

To facilitate resource assessment, Contractors must prepare and submit a response to a draft Task Authorization using the tables provided in this Annex. When completing the resource grids, the specific information which demonstrates the requested criteria and reference to the page number of the résumé should be incorporated so that Canada can verify this information. The tables should not contain all the project information from the resume. Only the specific answer should be provided.

1.0 MANDATORY RESOURCE REQUIREMENTS

1.1 Application/Software Architect – Level 3

Criteria	Mandatory Requirement	Contractor'	s respons	е
		INSERT PAGE # OF RESUME	Met	Not Met
	A minimum of ten years of experience developing all of the following:			
M.1	(1) service or application or technical architectures;(2) Architecture frameworks; and(3) Architecture strategies.			
	to meet business and application requirements.			
M.2	A minimum of 2 Information Management/Information Technology (IM/IT) projects developing technical architectures, frameworks and strategies.			
	Each project referenced must be a minimum of 6 months duration to be considered.			
M.3	A minimum of 2 IM/IT projects conducting architecture options analysis, developing and documenting solutions architectures			
	Each project referenced must be a minimum of 6 months duration to be considered.			

Name of proposed Resource: _	

The Contractor MUST demonstrate that the proposed Application/Software Architect – Level 3 has:

Criteria	Mandatory Requirement	Contractor'	2	
		INSERT PAGE # OF RESUME	Met	Not Met
	A minimum of 5 years of experience designing and applying technical architecture for border passage processing or risk assessment concepts related to either:			
M.4	(1) the collection or processing of advance reporting information in electronic or paperless communication methods; or			
	(2) border passage processing systems; or			
	(3) automated risk assessment processing for an organization involved in the assessment of risk and operational surveillance.			
	A minimum of 1 year of experience designing a system(s) that incorporates at least 2 of the 7 following technologies:			
M.5	 IBM Master Data Management (MDM) IBM Quality Stage Address Verification Interface (AVI) IBM LanguageWare IBM Operational Decision Management (ODM). Service –oriented Architecture technologies SAP Applications IBM Websphere Application Server 			
M.6	A minimum of 3 years of experience designing a system(s) that uses IBM Websphere MQ (MQSeries) to integrate and transport data from disparate systems.			

1.2 Tester – Level 2

M.4

N	ame of proposed Resource:	

The Contractor MUST demonstrate that the proposed Tester – Level 2 has: Criteria **Mandatory Requirement** Contractor's response **INSERT PAGE # OF** Met **Not Met RESUME** A minimum of 3 years of experience, within the last 5 years, in developing automated test scripts using M.1 standard automated testing tools. A minimum of 2 years of experience, within the last 5 years, in developing and executing automated M.2 test cases and test plans using standard automated testing tools. A minimum of 5 years of experience, within the last ten years, developing test packages including test M.3 strategies, test plans, test cases, test cycles, automated test scripts, test analysis and reporting. A minimum of 3 years of experience testing an

application for an entire Software Development

Lifecycle (SDLC).

1.3 Tester – Level 3

The Contractor MUST demonstrate that the proposed Tester – Level 3 has:

Criteria	Mandatory Requirement	Contractor's response			
		INSERT PAGE # OF RESUME	Met	Not Met	
M.1	A minimum of 5 years of experience, within the last 7 years prior to the issuance date of the draft TA, in developing automated test scripts using standard automated testing tools.				
M.2	A minimum of 5 years of experience, within the last 7 years prior to the issuance date of the draft TA, in developing and executing automated test cases and test plans using standard automated testing tools.				
M.3	A minimum of ten years of experience developing test packages including test strategies, test plans, test cases, test cycles, automated test scripts, test analysis and reporting.				
M.4	A minimum of 5 years of experience testing an application for an entire Software Development Lifecycle (SDLC)				
M.5	A minimum of 5 years of experience in testing applications.				

1.4 Business Analyst – Level 1

Name of proposed Resource:							
The Contra	actor MUST demonstrate that the proposed Busine	ess Analyst – Level 1 h	as:				
Criteria	Mandatory Requirement	Contractor's response					
		INSERT PAGE # OF RESUME	Met	Not Met			
M.1	A minimum of 1 year of experience completing at least 50% of the tasks detailed in the SOW for a Business Analyst - Level 1.						
	Experience providing professional services as a Business Analyst for at least 2 IM/IT related projects within the last 5 years.						
M.2	Each project referenced must be a minimum of 3 months duration to be considered.						

1.5 Business Analyst – Level 2

•	proposed Resource:actor MUST demonstrate that the proposed Busine	ess Analyst – Level 2 h	as:	
Criteria	Mandatory Requirement	Contractor'	s respons	е
		Insert Page # of Resume	Met	Not Met
M.1	A minimum of 5 years of experience completing at least 50% of the tasks detailed in Article 5 of Annex A (SOW) for a Business Analyst - Level 2.			

Name of proposed Resource:							
The Contr Criteria	actor MUST demonstrate that the proposed Busine Mandatory Requirement	ess Analyst – Level 2 h Contractor'		e			
		INSERT PAGE # OF RESUME	Met	Not Met			
M.2	Experience providing professional services as a Business Analyst on at least 3 IM/IT related projects within the last 5 years prior to the issuance date of the draft TA. Each project referenced must be a minimum of 3 months duration to be considered.						

1.6 Business Analyst – Level 3

Name of proposed Resource: _	

The Contractor MUST demonstrate that the proposed Business Analyst – Level 3 has:

Criteria	Mandatory Requirement	Contractor's response		response	
		Insert Page # of Resume	Met	Not Met	
M.1	A minimum of ten years of experience performing business analyses of functional requirements.				
M.2	A minimum of 5 years of experience conducting requirements gathering sessions and documenting the current state, the As-Is business processes and the supporting information systems.				
M.3	A minimum of 5 years of experience developing process analysis and functional specifications to support the development of automated business processes.				

Buyer ID: 632el

Criteria	Mandatory Requirement	Contractor'	s resnons	
Criteria	managery requirement	Insert Page # of Resume	Met	Not Met
M.4	A minimum 5 years of experience in conducting interviews and workshops with business and technical communities.			
M.5	A minimum of 2 years of experience performing business analyses of functional requirements on a project involving a 24 hours per day, 7 days per week operational mandate that involved 2 or more stakeholders.			

1.7 Business Architect – Level 3

Name of proposed Resource:	
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The Contractor MUST demonstrate that the proposed Business Architect – Level 3 has:

Criteria	Mandatory Requirement	Contractor's response		
		INSERT PAGE # OF RESUME	Met	Not Met
M.1	A minimum of ten years of experience developing policies and rules to support an organization's mandate and functional responsibilities.			
	A minimum of 2 IM/IT projects developing specifications, presentations and use cases.			
M.2	Each project referenced must be a minimum of 6 months duration to be considered.			
	A minimum of 5 years of experience developing and coordinating policies, processes and systems related to either:			
M.3	 (1) the collection or processing of advance reporting information in electronic or paperless communication methods; or (2) border passage processing systems; or (3) automated risk assessment processing; 			
	for an organization involved in the assessment of risk and operational surveillance.			
	A minimum of 2 years of experience in the development of:			
M.4	(1) data acquisition strategies or border passage processing systems; and			
	(2) statement of requirements.			

1.8 Business Consultant – Level 3

|--|

The Contractor MUST demonstrate that the proposed Business Consultant – Level 3 has: Contractor's response **Mandatory Requirement** Criteria INSERT PAGE # OF Met Not Met RESUME A minimum of 1 project managing business requirements by translating business objectives into systems requirements on an IM/IT project. M.1 Project referenced must be a minimum of 6 months duration to be considered. A minimum of ten years of experience completing at least 50% of the tasks detailed in Article 5 of Annex A (SOW) for a Business Consultant – Level 3. M.2 A minimum of 2 years of experience defining requirements and business processes and managing issues and risks related to the implementation of M.3 software applications for an organization involved in the assessment of risk and operational surveillance.

1.9 Business System Analyst – Level 2

Name of proposed Resource:
The Contractor MUST demonstrate that the proposed Business System Analyst – Level 2 has:

Criteria	Mandatory Requirement	Contractor's response		
		INSERT PAGE # OF RESUME	Met	Not Met
M.1	A minimum of 5 years of experience working on IM/IT initiatives developing and documenting statement of requirements and performing business analyses of functional requirements.			
M.2	A minimum of 5 years of experience developing and documenting detailed statement of requirements for IM/IT projects.			
M.3	A minimum of 5 years of experience performing business analyses of functional requirements to identify information, procedures, and decision flows.			

1.10 Business System Analyst – Level 3

flows.

Name of proposed Resource:					
Criteria	Mandatory Requirement	Contractor's response			
		INSERT PAGE # OF RESUME	Met	Not Met	
M.1	A minimum of ten years of experience working on IM/IT initiatives developing and documenting statement of requirements and performing business analyses of functional requirements.				
M.2	A minimum of 5 years of experience developing and documenting detailed statement of requirements for IM/IT projects.				
M.3	A minimum of 5 years of experience performing business analyses of functional requirements to identify information, procedures, and decision				

1.11 Business Transformation Architect – Level 3

Name of proposed Resource:
The Contractor MUST demonstrate that the proposed Business Transformation Architect – Level 3 has

Criteria	Mandatory Requirement	Contractor's response		onse
		Insert Page # of Resume	Met	Not Met
M.1	A minimum of ten years of experience analyzing and developing architecture requirements design, process development, and process mapping.			
	Experience analyzing and developing architecture requirements design, process development, and process mapping on an IM/IT project.			
M.2	Project referenced must be a minimum of 6 months duration to be considered.			
M.3	A minimum of 2 years of experience in the development of data acquisition strategies or statement of requirements			
M.4	A minimum of 4 years of experience defining and negotiating business and program requirements with personnel in headquarters, and personnel in one of:			
	(a) regional offices in Canada; or			
	(b) international offices			

1.12 Change Management Consultant – Level 3

Name of proposed Resource:	
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The Contractor MUST demonstrate that the proposed Change Management Consultant – Level 3 has:

Criteria	Mandatory Requirement	Contractor's response		е
		INSERT PAGE # OF RESUME	Met	Not Met
M.1	A minimum of ten years of experience working on IM/IT initiatives in analyzing and developing architecture requirements design, process development and process mapping.			
M.2	A minimum of 5 years of experience in evaluating the impact of business transformation and changes in a Large-Scale* work environment.			
	*Large-Scale is defined as an organization with over 5,000 employees.			
М.3	A minimum of 5 years of experience in developing new business policies and procedures to support business changes and transformation.			

1.13 Project Executive – Level 3

M.2

more.

Criteria Mandatory Requirement Contractor's response				
		Insert Page # of Resume	Met	Not Met
M.1	A minimum of ten years of experience, within the last fifteen years prior to the issuance date of the draft TA, in liaising with stakeholders and management and providing risk management on IT enabled projects which were governed and managed through a staged review gating approach.			

*The project must have a minimum duration of 6 months and a total project expenditure of \$100M or

1.14 Project Manager – Level 3

M.3

The Contractor MUST demonstrate that the proposed Project Manager – Level 3 has:					
Criteria	Mandatory Requirement	Contractor's response			
		INSERT PAGE # OF RESUME	Met	Not Me	
M.1	A minimum of 5 years of experience managing a project during the development, implementation and operational phases to meet the project requirements on a project involving a 24 hours per day, 7 days per week operational mandate that involved 2 or more stakeholders.				
M.2	A minimum of 5 years of experience working with Microsoft Project for the purpose of reporting against project milestones.				
	A minimum of 5 years' experience in the development of project-related documentation				

such as charters, plans and schedules.

Amendment Number:

Buyer ID: 632el

2.0 RATED RESOURCE REQUIREMENTS

2.1 Application/Software Architect - Level 3

Criteria	Rated Requirement	Maximum Points	Point Allocation	Substantiating Information, Cross Reference to Proposal
R.1	Experience designing systems that provide secure access to a minimum of 100 external or independent businesses.	10	0 to 1 year = 0 points 1+ to 3 years = 2 points 3+ to 5 years = 5 points 5+ years = 10 points	
R.2	Experience in designing Information Management/Information Technology (IM/IT) systems that operate 24 hours per day, 7 days per week.	10	0 to 1 year = 0 points 1+ to 3 years = 2 points 3+ to 5 years = 5 points 5+ years = 10 points	

R.3	Experience in designing IM/IT systems for IM/IT projects with a dollar value in excess of a \$100 million budget.	10	0 to 1 year = 0 points 1+ to 3 years = 2 points 3+ to 5 years = 5 points 5+ years = 10 points	
R.4	Experience designing systems that support a minimum of 500,000 transactions per day.	10	0 to 1 year = 0 points 1+ to 3 years = 2 points 3+ to 5 years = 5 points 5+ years = 10 points	
R.5	Experience in the last 10 years designing systems that are based on Java frontends accessing Z/OS operating environments.	10	0 to 1 year = 0 points 1+ to 3 years = 2 points 3+ to 5 years = 5 points 5+ years = 10 points	

R.6	Experience in analyzing and preparing architecture design models and specifications which include architectural model diagrams accompanied by written explanations of the architectural design and functionality for one or more of the following: • electronic submission, validation and business system processes • client identify management for supply chain partners • analyzing and implementing risk scoring or assessment algorithms	10	0 to 1 year = 0 points 1+ to 3 years = 2 points 3+ to 5 years = 5 points 5+ years = 10 points
R.7	Experience in developing architecture models and viewpoints involving 1 or more of the following architecture modelling standard and software: • IBM Rational Software • Rational Rose • Archimate modelling standard • Qualiware Architect Modelling Software	5	0 to 3 years = 0 points 3+ to 5 years = 3 points 5+ years = 5 points
R.8	Experience in analyzing and implementing applications in a Service-oriented Architecture (SOA)* environment. *SOA is an approach for developing enterprise information systems solutions based on services, is an industry best practice, which promotes open architecture and aims to align information system services with business processes and data to enable re-use of business level functions.	5	0 to 1 year = 0 points 1+ to 3 years = 2 points 3+ years = 5 points
R.9	Experience in designing, developing and/or implementing IT systems involving business rules engine.	5	0 to 1 year = 0 points 1+ to 3 years = 2 points 3+ years = 5 points

Amendment Number:

Buyer ID: 632el

R.10	Experience in using TOGAF for the design and development of IT applications.	5	0 to 3 years = 0 points 3+ to 5 years = 3 points 5+ years = 5 points	
R.11	Experience in analyzing and preparing architecture design models and specifications, which include architectural model diagrams accompanied by written explanations of the architectural design and functionality, for one or more of the following: (1) electronic submission, validation and business system processes; or (2) client identify management for supply chain partners; or (3) implementing risk scoring or assessment algorithms as it relates to the assessment of risk and operational surveillance.	10	0 to 1 year = 0 points 1+ to 3 years = 2 points 3+ to 5 years = 5 points 5+ years = 10 points	
Total Poin	ts Available		90	
Minimum	Pass Mark		58	

Buyer ID:

632el

Contract Number: Amendment Number: 47419-192246/002/EL

2.2 Tester - Level 2

The Contractor SHOULD demonstr	ate that the propose	d Tester – Level 2 k	nac:	
Name of proposed Resource:				

Criteria	Rated Requirement	Maximum Points	Point Allocation	Substantiating Information, Cross Reference to Proposal
R.1	Experience, as indicated in M.1, in developing automated test scripts using standard automated testing tools. This additional experience does not have to be within the last 5 years.	10	0 to 3 years = 0 points 3+ to 4 years = 2 points 4+ to 5 years = 4 points 5+ to 6 years = 6 points 6+ to 7 years = 8 points 7+ years = 10 points	
R.2	Experience, as indicated in M.2, in developing and executing automated test cases and test plans using standard automated testing tools. This additional experience does not have to be within the last 5 years.	10	0 to 2 years = 0 points 2+ to 3 years = 2 points 3+ to 4 years = 4 points 4+ to 5 years = 6 points 5+ to 6 years = 8 points 6+ years = 10 points	

R.3	Experience, as indicated in M.3, in developing test packages, including test strategies, test plans, test cases, test cycles, automated test scripts, test analyses and reporting. This additional experience does not have to be within the last ten years.	10	0 to 5 years = 0 points 5+ to 6 years = 2 points 6+ to 7 years = 4 points 7+ to 8 years = 6 points 8+ to 9 years = 8 points 9+ years = 10 points
R.4	Experience, within the last 10 years, preparing or conducting or participating in walkthroughs and reviews that are related to integrated software testing and implementation readiness.	10	0 to 1 year = 0 points 1+ to 2 years = 2 points 2+ to 3 years = 4 points 3+ to 4 years = 6 points 4+ to 5 years = 8 points 5+ years = 10 points
R.5	Experience in conducting tests using Extensible Markup Language (XML) messaging formats.	10	0 to 1 year = 0 point 1+ to 2 years = 4 points 2+ to 3 years = 6 points 3+ to 4 years = 8 points 4+ years = 10 points
R.6	Experience in testing applications developed using iterative methodologies.	1052/70	0 to 1 year = 0 points 1+ to 2 years = 4 points 2+ to 3 years = 6 points 3+ to 4 years = 8 points 4+ years = 10 points

Amendment Number:

Buyer ID: 632el

R.7	Experience in testing object-oriented and tier applications	10	0 to 1 year = 0 points 1+ to 2 years = 4 points 2+ to 3 years = 6 points 3+ to 4 years = 8 points 4+ years = 10 points	
Total Poin	ts Available		70	
Minimum Pass Mark			45	

Amendment Number:

Buyer ID: 632el

2.3 Tester - Level 3

1	
NI D	
Name of proposed Resource:	
	., .,, , , , , , , , , , , , , , , , ,

Criteria	Rated Requirement	Maximum Points	Point Allocation	Substantiating Information, Cross Reference to Proposal
R.1	Experience, as indicated in M.1, in developing automated test scripts using standard automated testing tools. This additional experience does not have to be within the last 7 years.	10	0 to 5 years = 0 points 5+ to 6 years = 2 points 6+ to 7 years = 4 points 7+ to 8 years = 6 points 8+ to 9 years = 8 points 9+ years = 10 points	
R.2	Experience, as indicated in M.2, in developing and executing automated test cases and test plans using standard automated testing tools. This additional experience does not have to be within the last 7 years.	10	0 to 5 years = 0 points 5+ to 6 years = 2 points 6+ to 7 years = 4 points 7+ to 8 years = 6 points 8+ to 9 years = 8 points 9+ years = 10 points	

R.3	Experience, as indicated in M.3, in developing test packages including test strategies, test plans, test cases, test cycles, automated test scripts, test analysis and reporting.	15	0 to 10 years = 0 points 10+ to 11 years = 8 points 11+ to 12 years = 10 points 12+ to 13 years = 12 points 13+ to 14 years = 14 points 14+ years = 15 points
R.4	Experience, as indicated in M.5, in testing applications.	10	0 to 5 years = 0 points 5+ to 6 years = 2 points 6+ to 7 years = 4 points 7+ to 8 years = 6 points 8+ to 9 years = 8 points 9+ years = 10 points
R.5	Experience in conducting tests using Extensible Markup Language (XML) messaging formats.	10	0 to 5 years = 0 points 5+ to 6 years = 2 points 6+ to 7 years = 4 points 7+ to 8 years = 6 points 8+ to 9 years = 8 points 9+ years = 10 points
R.6	Experience in testing applications developed using iterative methodologies.	10	0 to 5 years = 0 points 5+ to 6 years = 2 points 6+ to 7 years = 4 points 7+ to 8 years = 6 points

Amendment Number:

Buyer ID: 632el

			8+ to 9 years = 8 points	
			9+ years = 10 points 0 to 5 years = 0 points	
			5+ to 6 years = 2 points	
D 7	Experience in testing object-oriented n-	10	6+ to 7 years = 4 points	
R.7	tier applications.		7+ to 8 years = 6 points	
			8+ to 9 years = 8 points	
			9+ years = 10 points	
Total Points Available			75	
Minimum Pass Mark			49	

2.4 Business Analyst - Level 1

projects.

considered.

Total Points Available

Minimum Pass Mark

This additional experience does not have

to be within the last 5 years.

Each project referenced must be a minimum of 3 months duration to be

R.2

Criteria	Rated Requirement	Maximum Points	Point Allocation	Substantiating Information, Cross Reference to Proposal
R.1	Experience, as indicated in M.1, completing at least 50% of the tasks detailed in the SOW for a Business Analyst - Level 1.	10	0 to 1 year = 0 points 1+ to 2 years = 2 points 2+ to 3 years = 6 points 3+ years = 10 points	
	Experience, as indicated in M.2, providing professional services as a Business Analyst for IM/IT related		0 to 2 projects = 0 points	

10

3 projects = 2 points

4 projects = 6 points

5 or more projects = 10 points

20

12

2.5 Business Analyst - Level 2

The Contractor SHOULD demonstr	rate that the proposed Business Analyst – Level 2 has:
Maine of proposed Resource.	
Name of proposed Resource:	

Criteria	Rated Requirement	Maximum Points	Point Allocation	Substantiating Information, Cross Reference to Proposal
R.1	Experience, as indicated in M.2, providing professional services as a Business Analyst on Information Management/Information Technology (IM/IT) related projects. This additional experience does not have to be within the last 5 years. Each Project referenced must be a minimum of 3 months duration to be considered.	20	0 to 3 projects = 0 points 4 projects = 10 points 5 projects = 15 points 6 or more projects = 20 points	
R.2	Experience gathering business requirements including preparing supporting material for workshops and interviews. Each project referenced must be a minimum of 3 months duration to be considered.	20	0 to 1 project = 0 points 2 projects =10 points 3 projects =15 points 4 or more projects = 20 points	
R.3	Experience analyzing and making recommendations on business improvement processes and Information Management/Information Technology (IM/IT) solutions. Each project referenced must be a minimum of 3 months duration to be considered.	20	0 to 3 projects = 0 points 4 projects =10 points 5 projects =15 points 6 or more projects = 20 points	
Total Poir	nts Available		60	
Minimum	Pass Mark		39	

2.6 Business Analyst - Level 3

Criteria	Rated Requirement	Maximum	Point Allocation	Substantiating
The Contra	ctor SHOULD demonstrate that	the proposed Busine	ss Analyst – Level 3 has:	
Name of pro	oposed Resource:		_	

Criteria	Rated Requirement	Maximum Points	Point Allocation	Substantiating Information, Cross Reference to Proposal
R.1	Experience, as indicated in M.1, performing business analyses of functional requirements.	10	0 to 10 years = 0 points 10+ to 12 years = 2 points 12+ to 13 years = 5 points 13+ years = 10 points	
R.2	Experience, as indicated in M.2, conducting requirements gathering sessions and documenting the current state, the As-Is business processes and the supporting information systems.	10	0 to 5 years = 0 points 5+ to 7 years = 2 points 7+ to 10 years = 5 points 10+ years = 10 points	

R.3	Experience, as indicated in M.3, developing process analysis and functional specifications to support the development of automated business processes.	10	0 to 5 years = 0 points 5+ to 7 years = 2 points 7+ to 10 years = 5 points 10+ years = 10 points	
R.4	Experience, as indicated in M.4, in conducting interviews and workshops with business and technical communities.	10	0 to 5 years = 0 points 5+ to 7 years = 2 points 7+ to 10 years = 5 points 10+ years = 10 points	
R.5	Experience developing project charters, plans and schedules and performing business analyses of functional requirements on a project involving a 24 hours per day, 7 days per week operational mandate that involved 2 or more stakeholders.	5	1 project = 3 points 2 or more projects = 5 points	
Total Poir	nts Available		45	
Minimum	ı Pass Mark		29	

Amendment Number:

Buyer ID: 632el

2.7 Business Architect - Level 3

translating requirements into system

functional specifications.

R.2

Criteria	Rated Requirement	Maximum Points	Point Allocation	Substantiating Information, Cross Reference to Proposal
R.1	Experience developing specifications, presentations and use cases involving a 24 hours per day, 7 days per week operational mandate that involved 2 or more stakeholders.	10	0 project = 0 points 1 project = 5 points 2 or more projects = 10 points	
	Experience assessing business needs and		0 to 10 years = 0 points	

10

10+ to 12 years = 2 points

12+ to 15 years = 5 points

15+ years = 10 points

R.3	Experience documenting business processes using IBM WebSphere Business Process Model Notation (BPMN).	10	0 to 1 year = 0 points 1+ to 3 years = 2 points 3+ to 5 years = 5 points 5+ years = 10 points
R.4	Experience, as indicated in M.3, developing and coordinating policies, processes and systems related to either: (4) the collection or processing of advance reporting information in electronic or paperless communication methods; or (5) border passage processing systems; or (6) automated risk assessment processing.	10	0 to 5 years = 0 points 5+ to 7 years = 2 points 7+ to 10 years = 5 points 10+ years = 10 points
R.5	Experience in using TOGAF for the design and development of IT applications.	5	0 to 3 years = 0 points 3+ to 5 years = 3 points 5+ years = 5 points

R.6	Experience in evaluating the feasibility of architecture and technologies to deliver business system changes.	10	0 to 5 years = 0 points 5+ to 7 years = 2 points 7+ to 10 years = 5 points 10+ years = 10 points	
R.7	Experience, as indicated in M.3, developing and coordinating policies, processes and systems related to either: (1) the collection or processing of advance reporting information in electronic or paperless communication methods; or (2) border passage processing systems; or (3) automated risk assessment processing for an organization involved in the assessment of risk and operational surveillance.	10	0 to 5 years = 0 points 5+ to 7 years = 2 points 7+ to 10 years = 5 points 10+ years = 10 points	
Total Poin	ts Available		65	
Minimum	Pass Mark		42	

Amendment Number:

Buyer ID: 632el

2.8 **Business Consultant - Level 3**

(2) border passage processing; or

methods.

(3) electronic or paperless communication

Criteria	Rated Requirement	Maximum Points	Point Allocation	Substantiating Information, Cross Reference to Proposal
R.1	Experience (1) conceiving and gathering requirements and (2) documenting and leading the implementation of IM/IT projects.	10	0 to 2 years = 0 points 2+ to 3 years = 2 points 3+ to 5 years = 5 points 5+ years = 10 points	
	Experience defining requirements and business processes and managing issues and risks related to the implementation of software applications in support of either: (1) commercial risk assessment; or		0 to 2 years = 0 points 2+ to 3 years = 2 points	

3+ to 5 years = 5 points

5+ years = 10 points

Amendment Number:

R.3	Experience coordinating IT security functions, including threat and risk assessments and statements of sensitivity.	10	0 to 2 years = 0 points 2+ to 3 years = 2 points 3+ to 5 years = 5 points 5+ years = 10 points	
R.4	Experience on projects requiring the development and review of testing strategies and approaches for either: (1) commercial risk assessment; or (2) border passage processing; or (3) electronic or paperless communication methods; for information systems supporting both internal and external users.	10	0 to 2 year = 0 points 2+ to 3 years = 2 points 3+ to 5 years = 5 points 5+ years = 10 points	
R.5	Experience in the identification and design of service level objectives (SLO) for operations in a 24 hours per day, 7 days per week work environment.	10	0 to 1 year = 0 points 1+ to 2 years = 5 points 2+ years = 10 points	

Amendment Number:

R.6	Experience working with World Customs Organization frameworks or agreements, including nomenclature, enforcement and compliance, and procedures and facilitation.	10	0 to 1 year = 0 points 1+ year = 10 points	
R.7	A valid Certified Business Analyst Professional (CBAP) designation. To obtain points a valid copy of the designation is to be included with the Contractor's proposal.	5	No valid designation = 0 points Valid Business Analyst Professional Designation = 5 points.	
R.8	Experience in working with document inventory management software.	5	0 to 1 year = 0 points 1+ year = 5 points	

R.9	Experience in analyzing architectural significant business requirements for IM/IT projects.	5	0 to 1 year = 0 points 1+ year = 5 points	
R.10	Experience in planning and providing advice on requirements management, business process modernization in a multiproject program or portfolio environment.	5	0 to 1 year = 0 points 1+ to 2 years = 2 points 3+ years = 5 points	
R.11	Experience defining requirements and business processes and managing issues and risks related to the implementation of software applications in support of either: (1) commercial risk assessment; or (2) border passage processing; or (3) electronic or paperless communication methods; for projects involving the assessment of risk and operational surveillance.	10	0 to 2 years = 0 points 2+ to 3 years = 2 points 3+ to 5 years = 5 points 5+ years = 10 points	
Total Poir	nts Available		90	
Minimum	Pass Mark		58	

Amendment Number:

Buyer ID: 632el

2.9 Business System Analyst - Level 2

Name of proposed Resource:	
Maille of proposed Nesource.	
TI 6	

Criteria	Rated Requirement	Maximum Points	Point Allocation	Substantiating Information, Cross Reference to Proposal
R.1	Experience working on IM/IT initiatives developing and documenting statement of requirements and performing business analyses of functional requirements.	10	0 to 5 years = 0 points 5+ to 7 years = 2 points 7+ to 10 years = 5 points 10+ years = 10 points	
R.2	Experience facilitating Joint Application Design sessions and conducting interviews.	10	0 to 5 years = 0 points 5+ to 7 years = 2 points 7+ to 10 years = 5 points 10+ years = 10 points	

Amendment Number:

R.3	Experience in gathering, documenting and analyzing business system requirements for IM/IT projects.	10	0 to 5 years = 0 points 5+ to 7 years = 2 points 7+ to 10 years = 5 points 10+ years = 10 points	
R.4	Experience in application systems testing and quality assurance. This includes the development of testing strategies, and plans.	10	0 to 2 years = 0 points 2+ to 5 years = 2 points 5+ to 10 years = 5 points 10+ years = 10 points	
Total Poin	ts Available		40	
Minimum	Pass Mark		26	

Buyer ID: 632el

2.10 Business System Analyst - Level 3

Name of proposed Resource:	

Criteria	Rated Requirement	Maximum Points	Point Allocation	Substantiating Information, Cross Reference to Proposal
R.1	Experience working on IM/IT initiatives developing and documenting statement of requirements and performing business analyses of functional requirements.	10	0 to 10 years = 0 points 10+ to 12 years = 2 points 12+ to 15 years = 5 points 15+ years = 10 points	
R.2	Experience facilitating JAD sessions and conducting interviews.	10	0 to 5 years = 0 points 5+ to 7 years = 2 points 7+ to 10 years = 5 points 10+ years = 10 points	

Amendment Number:

R.3	Experience in gathering, documenting and analyzing business system requirements for IM/IT projects.	10	0 to 5 years = 0 points 5+ to 7 years = 2 points 7+ to 10 years = 5 points 10+ years = 10 points	
R.4	Experience in application systems testing and quality assurance. This includes the development of testing strategies, and plans.	10	0 to 5 years = 0 points 5+ to 7 years = 2 points 7+ to 10 years = 5 points 10+ years = 10 points	
Total Poin	ts Available		40	
Minimum	Pass Mark		26	

2.11 Business Transformation Architect - Level 3

Criteria	Rated Requirement	Maximum Points	Point Allocation	Substantiating Information, Cross Reference to Proposal
R.1	Experience analysing and developing architecture requirements design, process development, and process mapping for IM/IT project(s). Project referenced must be a minimum of 6 months duration to be considered.	15	1 project = 5 points 2 projects = 10 points 3 or more projects = 15 points	
R.2	Experience analyzing business and systems requirements and developing business requirements to systems requirements traceability matrices.	10	0 to 1 year -= 0 points 1 to 3 years = 2 points 3 to 5 years = 5 points	

5+ years = 10 points

R.3	Experience analyzing business objectives and business requirements and developing business requirements documentation.	10	0 to 1 year -= 0 points 1 to 3 years = 2 points 3 to 5 years = 5 points 5+ years = 10 points	
R.4	Experience on initiatives involving collaboration or liaison with national or foreign: • government departments or agencies; or • stakeholders; or • representatives.	10	0 to 1 year = 0 points 1+ to 3 years = 2 points 3+ to 5 years = 5 points 5+ years = 10 points	
R.5	Experience working with World Customs Organization frameworks or agreements (including but not limited to nomenclature, enforcement and compliance, and procedures and facilitation).	10	0 to 1 year = 0 points 1+ year = 10 points	
Total Poin	ts Available		55	
Minimum	Pass Mark		35	

2.12 Change Management Consultant - Level 3

Name of prop	osed Resource:		_	
The Contract	or SHOULD demonstrate that	the proposed Change	e Management Consultant -	- Level 3 has:

Criteria	Rated Requirement	Maximum Points	Point Allocation	Substantiating Information, Cross Reference to Proposal
R.1	Experience with the development of change management plans and strategies	10	0 to 5 years = 0 points 5+ to 7 years = 2 points 7+ to 10 years = 5 points 10+ years = 10 points	
R.2	Experience, as indicated in M.2, in evaluating the impact of business transformation and changes in a Large-Scale* work environment. *Large-Scale is defined as an organization with over 5,000 employees.	10	0 to 5 years = 0 points 5+ to 7 years = 2 points 7+ to 10 years = 5 points 10+ years = 10 points	
R.3	Experience, as indicated in M3, in developing new business policies and procedures to support business changes and transformation.	10	0 to 5 years = 0 points 5+ years to 7 years = 2 points 7+ years to 10 years = 5 points 10+ years = 10 points	

Amendment Number:

R.4	Experience in conducting information gathering interviews and workshops with business and technical communities.	10	0 to 5 years = 0 points 5+ to 7 years = 2 points 7+ to 10 years = 5 points 10+ years = 10 points	
Total Points Available			40	
Minimum Pass Mark			26	

2.13 Project Executive - Level 3

The Contractor SHOULD demonstra	te that the proposed Project Executive	– Level 3 has:	
manic of proposca resource.			
Name of proposed Resource:			

Criteria	Rated Requirement	Maximum Points	Point Allocation	Substantiating Information, Cross Reference to Proposal
R.1	Experience providing executive level (Director General and above) briefings on the project status of IT enabled projects.	10	0 to 5 years = 0 points 5+ to 7 years = 2 points 7+ to 10 years = 5 points 10+ years = 10 points	
R.2	Experience implementing an IT enabled project that lasted for 6 months or more and incorporated the use of accepted government and industry standards, including, but not limited to, the SAFE framework of standards.	5	No demonstrated experience = 0 points Demonstrated experience = 5 points	
R.3	Experience leading and managing IT enabled projects where the number of resources on the project team was in excess of 100 resources.	10	0 to 5 years = 0 points 5+ to 7 years = 2 points 7+ to 10 years = 5 points 10+ years = 10 points	

Amendment Number:

R.4	Experience leading and managing IT enabled projects that were implemented nationally and required high availability. High Availability: a system that is expected to operate reliably 24 hours per day, 365 days per year and an associated implementation that ensures a minimum of 99% operational continuity per year. The system must be rolled out across a minimum of 20 locations across the country and be implemented for 2,000 or more users.	20	0 to 10 years = 0 points 10+ to 12 years = 10 points 12+ to 15 years = 15 points 15+ years = 20 points	
R.5	Experience leading and managing IT project(s) that support the shared business needs of 2 or more government departments or agencies or entities, and project(s) involving 2 or more stakeholders.	10	0 to 5 years = 0 points 5+ to 7 years = 2 points 7+ to 10 years = 5 points 10+ years = 10 points	
R.6	Experience performing assessments on project complexity and project in accordance with: • The PMBOK Guide & Standards of the Project Management Institute (PMI); or • TBS Policy on the Management of Projects (PoMP) and consistent with the corresponding Project Complexity and Risk Assessments standard.	5	0 to 5 years = 0 points 5+ to 7 years = 1 points 7+ to 10 years = 3 points 10+ years = 5 points	
Total Po	ints Available		60	
Minimum Pass Mark			39	

2.14 Project Manager - Level 3

Name of p	Name of proposed Resource:							
The Control	ractor SHOULD demonstrate that the Rated Requirement	proposed Pro Maximum Points	oject Manager – Level 3 has: Point Allocation	Substantiating Information, Cross Reference to Proposal				
R.1	Experience managing a project during the development, implementation and operations using knowledge, skills, tools, and techniques to project activities to meet the project requirements on a project involving a 24 hours per day, 7 days per week operational mandate that involved 2 or more stakeholders.	5	0 project: 0 points1 project: 3 points2 or more projects: 5 points					
R.2	A valid Project Management Professional (PMP) certification from the Project Management Institute (PMI). To obtain points a valid copy of the certification is to be included with the Contractor's response.	5	No valid designation = 0 points Valid Project Manager Professional Designation = 5 points.					

R.3	Experience developing project plans, including the definition of the project scope, budget and schedule.	10	0 to 5 years = 0 points 5+ to 7 years = 2 points 7+ to 10 years = 5 points 10+ years = 10 points
R.4	Experience, as indicated in M.2, working with Microsoft Project for the purpose of reporting against project milestones.	10	0 to 5 years = 0 points 5+ to 7 years = 2 points 7+ to 10 years = 5 points 10+ years = 10 points
R.5	Experience managing project risk, issues and changes using industry recognized standards.	10	0 to 5 years = 0 points 5+ to 7 years = 2 points 7+ to 10 years = 5 points 10+ years = 10 points

Amendment Number:

R.6	Experience interacting and communicating project status, risks and issue to senior management.	10	0 to 5 years = 0 points 5+ to 7 years = 2 points 7+ to 10 years = 5 points 10+ years = 10 points	
Total Points Available			50	
Minimum Pass Mark			30	

Government Gouvernement du Canada

COMMON-PS-Si	RCL#19

BCL#19 PSPC Contract# 47419-192246 Contract Number / Numéro du contrat

100031.2016.

Security Classification / Classification de sécurité UNCLASSIFIED

	LISTE DE VERIFI	ECURITY REQUIREMENTS CATION DES EXIGENCES	DELATRICC À LA C	CL) ÉCURITÉ (LVERE)	
PART AS CONTRACT NEOF			JEI JE J.	COURTE (CVERS)	
Ministère ou organisme gou	partment or Organizall Evernemental d'origine	OPSA		or Directorate / Direction génér	ale ou Direction
a. a. Subcontract Number No OMMY CLA	YO (401)	ous-traitance 3, b) Name	and Address of Subco	intractor / Nom et adresse du so	ous-traitant
4 Biret Description of Work / t	Brêve description du tr	avail			
Commercial	Portfolio E	Imnibus - for	Serviceso	Projects.	
5. 5) Will the supplier require a Le fournisseur aura-t-it au	ccès à des marchandis	ses contrôlées?			No Yas
5. b) Will the supplier require a	access to unclassified	military lechnical data subject to	The provisions of the T	echnical Data Control	
					No Yes
sur le contrôle des donné	cces a des données te	chniques militaires non classifié	es qui sont assujetties	aux dispositions du Règlement	
6. Indicate the type of access					
re regulascol unit dos t	es employes auroni-lis	ess to PROTECTED and/or CLA accès à des renseignements d	SSIFIED information o	rassets?	No Yes
				SES evou CLASSIFIES?	L Non ∠ joui
(Fleciser le niveau d'acce	es en utilisant le tablea	u nui se trouve à la question 7	c)		
(0-0) will the supplier and its a	molovees (e.g. cleane	rs maintenance percoppolition	ulre access to restricted	l access areas? No access to	7 No Yes
					Non Yes
		rs, personnel d'entretien) auron ÉS et/ou CLASSIFIÉS n'est pa	t-IIs accès à des zones	d'accès restreintes? L'accès	
o o is ins a commercial cour	Of Of Cellvery requirem	nort with no ownwicks stars and			
S agit-il d'un contrat de m	essagerie ou de livrais	son commerciale sans entrepos	age de nuit?		No Yes
7 a) Indicate the type of inform	nation that the supplier	will be required to access / Ind	quar la luna d'informati		L Non L Out
Canada	[7]		drei ie tybe o iiiioulisti	on auquel le tournisseur devra	avoir accès
7 b) Release restrictions / Res	V I	NATO/OTAN		Foreign / Étranger	
No release restrictions	incirons relatives a la	All NATO countries			
Aucune restriction relative	√	Tous les pays de l'OTAN		No release restrictions	
á la diffusion	 J			Aucune restriction relative à la diffusion	
Not releasable					
A ne pas diffuser		***			
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			, ,o(o, pays .	Specify country(les): / Précise	er le(s) pays :
7. c) Lével of information / Nive	au d'information				
PROTECTED A	71	NATO UNCLASSIFIED			
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PROTECTED 8		NATO RESTRICTED	—Ħ ::	PROTÉGÉ A PROTECTED B	
	≚ ⊒	NATO DIFFUSION RESTREIL	NTE LUI	PROTĖGĖ B	
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TBS/SCT 350-103(2004/12)

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COMMON-PS-SRCL#19

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+419-193346
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Mittal Commission RARTIE Assure 8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets? Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? If Yes, indicate the level of sensitivity: Dans l'affirmative, Indiguer le niveau de sensibilité: 9. Will the supplier require access to extremely sensitive INFOSEC information or assets? Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? Short Title(s) of material / Titre(s) abrégé(s) du matériel :	No Yes Out
Document Number / Numéro du document ; GARTI BOPERSONNEL (SUPPLIER) : PARTIE BOPERSONNEL (FOURNISSEUR)	
10. a) Personnel security screening level required / Niveau da contrôle de la sécurité du personnel requis	
RELIABILITY STATUS COTE DE FIABILITÉ CONFIDENTIAL CONFIDENTIAL CONFIDENTIAL SECRET TRÈS SEC	RET
TRES SECRET - SIGINT NATO CONFIDENTIEL NATO SECRET COSMIC TO	OP SECRET RÈS SECRET
SITE ACCESS ACCES AUX EMPLACEMENTS	**************************************
Special comments: Commentaires spéciaux :	·
NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided. REMARQUE: Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être f	fourni.
10. a) May unscreened personnel be used for portions of the work? Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travall? If Yes, will unscreened personnel be escorted?	No Yes Non Yes
Dans l'affirmative, le personnel en question sera-t-il escorté?	V Non LIOui
PARTIC SAFEGUARDS (SUPPLIER) PARTIE C MESURES DE PROTECTION (FOURNISSEUR) INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS	
a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?	No Yes
Le fournisseur-sera-t-il tenu de recevoir et d'entroposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS?	25) 26) 2000 2000 2000 2000 2000 2000 2000
11. b) Will the supplier be required to safeguard COMSEC information or assets? Le fournisseur sera-t-il tenu de protéger des rensetgnements ou des biens COMSEC?	No Yes
PRODUCTION	
1) e) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises? Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIE?	No Yes
INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)	
(1. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data? Le fournisseur sera-t-it tenu d'utiliser sus propries systèmes informatiques pour traiter, produire ou stocker électroniquement des	No Yas
renseignements ou des données PROTEGES et/ou CLASSIFIES?	
11 e) Will there be an electronic link between the supplier's IT systems and the government department or agency? Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale?	No Yes

TBS/SCT 350-103(2004/12)

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COMMON-PS-SRCL#19

Government of Canada Gouvernement du Canada 474 19-1922 4/a

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	For users completing the f	(E.C. (Sinte)
	sita(s) or premises.	orm manually use the summary chart below to indicate the category(les) and level(s) of safeguarding required at the supplier's

Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.

Oans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisses

dans le tableau récapitulatif

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category Categorie		PROTEGÉ		CLASSIFIED OLASSIFIÉ		NATO				COMSEC						
A B C		CONFIDENTIAL SECRET	Secret	TOP SECRET	NATO RESTRICTED	NATO CONFIDENTIAL	NATO SECRET	SECRET TOP	PROTECTED PROTEGE			CONFIDENTIAL	SECREY S	TOP SECAL		
rormanon / Assets				CONFIGENTIES		TRES SECRET	NATO DIFFUSION RESTREINTE	NATO CONFIDENTIEL		SEGRET COSMIC TRÈS SEGRET	۸	Э	С	CONFIDENTIEL		Tries Segre
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LFX / Bn Glackonique	-			*							-					********

Support Till Link / Lin		
12 a) is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED? La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE? If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".	✓ No Non	Yes Cui
Dans l'affirmative, classifier le présent formulaire en Indiquant le niveau de sécurité dans la case Intitulée « Classification de sécurité » au haut et au bas du formulaire. 12 b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED? La documentation associée à la présente LVERS sera-l-elle PROTÉGÉE eVou CLASSIFIÉE?	√ No	[]Y ₀ 5
Il Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments). Dans l'affirmative, classifier le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).		ڼان لــــا

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Government of Canada Gouvernement du Canada Contract Number / Numéro du contrat

9 - 192346 Security Classification / Classification de sécurité UNCLASSIFIED

DARKID SAUTHORIZATION BARDIEN	AUTORISATIO)]	LINEAR WARRENDS			
13. Organization Project Authority / Charg	jé de projet de l'organisme			Λ	
Parine (print) - Nom (en lettres moulées)	Title - Titre	:	Signature	1/1/10	
Darren Uchman	Direct	or, CPD	W	pool	May 10,2012
	csimile No N° de télécopieur	E-mail address - Adresse courri	iel V	Date	
13/3-291-6130		darren uchman	(a) C105	a-astc.	9C.Ca_
14. Organization Security Authority / Res	ponsable de la sécurité de l'organi	isme	*		J
La ne (print) - Nom (en lettres moulées)	Title - Titre		Signature	11 11	*1
Stephane lafortome	Locusity.	Specialist.	41	IJC.	
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a - Are there additional instructions le.d.	Security Guide, Security Classific	ation Euide) attached?	0		No Yet
Des instructions supplementaires (p.	ex. Guide de sécurité, Guide de c	lassification de la sécurité) sont-	elles jointes	7	LNon_ L Out
në Procurement Officer / Agent d'approv	/Isionnement		7	-	
Name (print) - Nom (en lettres moulées)	Title - Titre		Signature	17	
			Lanalm	e Francis	Digitally signed by Lapalme, Francis Date: 2018.08.21 09:42:19 -04'00'
Francis Lapalme	A/Supply	Team Leader	Lapaiiii	c, i rancis	Date: 2018.08.21 09:42:19 -04'00'
Telephone No - N° de téléphone Fa	icsimile No N° de télécopieur	E-mail address - Adresse cou	rriel	Date	
613-858-9912		francis.lapalme@tpsgc-pwgsc	gc.ca		
1 / Contracting Security Authority / Autor	rité contractante en matière de sêd				
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Jacques Saumur

Comract Security Officer

Contracts Security Division/Division des contrats sécurité /

Contract Security Program|Programme de sécurité des contrats /

Public Services and Procurement Canada| Services publics et Approvisionnement Canada

Jacques Saumur@lpsgc-pwgsc.gc.ca

Telephone | Téléphone 613-948-1732

Facsimile | Telécopieur 613-948-1712

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Security Classification Guide

The purpose of the security classification guide is to clarify the multiple levels of security screening identified under Part B of the Security Requirements Check List (SRCL) described in Annex C. In addition to the Contractor and its resources' obligation to comply with the provisions of the SRCL described in Annex C, the following must be adhered to:

- 1. Personnel security screening level requirements for **No Security**
 - Resources who do not hold a valid personnel security screening, must not have or be given access to Protected, Confidential or Secret documents. Resources must also be escorted while on site.
- 2. Personnel security screening level requirements for Reliability Status
 - Resources who hold a valid personnel security screening only at the level of RELIABILITY STATUS must not have or be given access to Confidential or Secret documents.
- 3. Personnel security screening level requirements for Confidential
 - Resources who hold a valid personnel security screening only at the level of CONFIDENTIAL must not have or be given access to Secret documents.
- 4. Personnel security screening level requirements for **Secret**
 - Resources who hold a valid personnel security screening only at the level of SECRET must not have or be given access to Top Secret documents.
- 5. Personnel security screening level requirements for various provisions
 - For Task Authorizations where there are multiple associated security provisions (No Security, Reliability, Secret), the Task Authorization will identify the personnel security screening required for each portion of the work.
 - It is the Project Authority's and Contractor's responsibility to ensure that the resources do not have or be given access to documents for which they do not hold the appropriate personnel security screening level.
- 6. Information classified at the level of Protected A, Protected B or Confidential must be properly marked and can only be sent/shared electronically once encrypted for the recipients.
- 7. Information classified at the level of **Secret** must be properly marked and cannot be sent electronically. All Secret information and/or documents must be saved to a CBSA approved encrypted USB device and delivered to the recipient using an approved security cleared courier.



Public Works and Government Services Canada

Travaux publics et Services gouvernementaux

Purchasing Office - Bureau des achats:

Informatics Professional Services - EL

Division/Services professionnels en informatique - division EL

Terrasses de la Chaudière 4th Floor

10 Wellington Street

Gatineau

Québec K1A 0S5

CONTRACT AMENDMENT MODIFICATION AU CONTRAT

The referenced document is hereby amended: unless otherwise indicated, all other terms and conditions of the contract remain the same.

Ce document est par la présente modifié: sauf indication contraire, les modalités du contrat demeurent les mêmes,

The Vendor/Firm hereby accepts/acknowledges this amendment.

Le fournisseur/entrepreneur accepte la présente modification/en accusé réception.

Signature

Date

Name, title of person authorized to sign (type or print) Nom et titre du signataire autorisé (taper ou imprimer)

Return signed copy forthwith
Prière de retourner une copie dûment signée immédiatement

Comments - Commentaires

Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur

130089535PG0001 TPG Technology Consulting Ltd. 887 Richmond Road, Suite 100 Ottawa Ontario K2A0G8 Canada

nentaux			
Title - Sujet TBIPS - Commercial Portfolio	Direct		
Contract No N° du contrat 47419-192246/002/EL		Am 001	endment No N° Modif
Client Reference No N° de (47419-192246	référence du clien	.	e 0-04-24
Requisition Reference No N 47419-192246	l° de la demande		
File No N° de dossier	CCC No./N° CCC	- FMS No	/N° VME
636el.47419-192246			
Financial Codes Code(s) financier(s)			GST/HST TPS/TVH
F.O.B F.A.B. Other - Autre Specified Herei		présentes	
GST/HST - TPS/TVH	Duty - Droits		
See Herein - Voir ci-inclus Destination - of Goods, Servi	See Herein - Voir		
K1A 0L5 Canada			
Invoices - Original and two co Factures - Envoyer l'original e CANADA BORDER SERVICE 2E ETAGE, #260-01 105, RUE MCGILL MONTREAL Quebec H2Y2E7 Canada	t deux copies à:	•	
Address Enquiries to: - Adress Chan, Anita	ser toutes questio	ns à:	Buyer Id - Id de l'acheteur 636el
Telephone No N° de télépho	ne FAX	No N° d	le FAX
(613) 858-9487 ()	()	-	
Increase (Decrease) - Augmen	tation (Diminution)	
\$975,875.63			
Revised estimated cost Coût révisé estimatif			- Genre de devise
\$4,132,560.94 For the Minister - Pour le Minis	Ftre Morin, S	ylvie	gitally signed by: Morin, Sylvie i: CN = Morin, Sylvie C = CA O = COU = PWSC-TPSGC te: 2020.04.24 13:47:48 -04'00'



AMENDMENT 001

Contract Amendment is issued to:

- increase the Estimated Cost of the Contract; and
- change the Contracting Authority of the Contract.
- 1. At Page 1 of the Contract, under Revised Estimated Cost, amend as follows:

DELETE: \$3,156,685.31

INSERT: \$4,132,560.94

2. At Article 7. Authorities, amend as follows:

DELETE clause (a) Contracting Authority in its entirety.

INSERT:

(a) Contracting Authority

The Contracting Authority for the Contract is:

Name:

Anita S Chan

Title:

Intern Officer

Organization:

Public Works and Government Services Canada

Acquisitions Branch

Directorate:

Professional Services Procurement Directorate

Address:

10 Wellington St, Gatineau, (Québec)

Telephone:

(613) 858-9487

E-mail address:

anita.chan2@tpsqc-pwqsc.qc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

ALL OTHER TERMS AND CONDITIONS OF THE CONTRACT REMAIN UNCHANGED.



Public Works and Government Services Canada Travaux publics et Services gouvernementaux Canada

Purchasing Office - Bureau des achats:

Informatics Professional Services - EL

Division/Services professionnels en informatique - division EL

Terrasses de la Chaudière 4th Floor 10 Wellington Street

Gatineau

Québec

KIA 0S5

CONTRACT AMENDMENT MODIFICATION AU CONTRAT

The referenced document is hereby amended, unless otherwise indicated, all other terms and conditions of the contract remain the same.

Ce document est par la présente modifié: sauf indication contraire, les modalités du contrat demeurent les mêmes.

The Vendor/Firm hereby accepts/acknowledges this amendment.

Le fournisseur/entrepreneur accepte la présente modification/en accusé réception.

Signature

Dale

Name, title of person authorized to sign (type or print) Nom et titre du signataire autorisé (taper ou imprimer)

Return signed copy forthwith

Prière de retourner une copie dûment signée immédiatement

Comments - Commentaires

Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur

130089535PG0001 TPG Technology Consulting Ltd. 887 Richmond Road, Suite 100 Ottawa Ontario K2A0G8 Canada

Title - Sujet TBIPS - Commercial Portfolio	Direct					
Contract No N° du contrat 47419-192246/002/EL			Amer 002	ndment No N° Modif		
Client Reference No N° de re 47419-192246	éférence du c	lient	Date 2021-06-09			
Requisition Reference No No. 47419-192246	° de la deman	de				
File No N° de dossier	CCC No./N° (CCC - FM	S No./I	N. AWE		
609el.47419-192246						
Financial Codes				GST/HST		
Code(s) financier(s)				TPS/TVH		
F.O.B F.A.B. Other - Autre Specified Herein	ı⊸ Précise dan	s les prés	entes			
GST/HST - TPS/TVH	Duty - Droits					
See Herein - Voir ci-inclus	See Herein - \	oir ci-inc	lus			
Destination - of Goods, Service Destination - des biens, service CANADA BORDER SERVICE NC Region Ottawa Ontario K1A 0L5 Canada Invoices - Original and two co Factures - Envoyer l'original et CANADA BORDER SERVICE 2E ETAGE, #260-01 105, RUE MCGILL MONTREAL	ces et constru ES AGENCY ppies to be se	nt to:				
Quebec H2Y2E7						
Canada						
Address Enquiries to: - Adresser toutes questions à: Buyer Id - Id de l'achet losée Bastien 609el						
Josée Bastien Telephone No N° de télépho	ne l	FAX No.	- N° A			
(613) 858-9843 ()	n IG	() -	~ 14 CH	0 1 741		
Increase (Decrease) - Augmer	ntation (Dimin	ution)	***************************************			
\$2,168,519.06		•				
Revised estimated cost		Ситепс	у Туре	- Genre de devise		
Coût révisé estimatif \$6,301,080.00 CAD						



For the Minister - Pour le Ministre

Bastien, Josee Copper page de Maria Acceptante de Copper de

AMENDMENT 002

Contract Amendment is issued to:

- Exercise Option Period one
- increase the Estimated Cost of the Contract; and
- change the Contracting Authority and the Technical Authority of the Contract.
- 1. At Page 1 of the Contract, under Revised Estimated Cost, amend as follows:

DELETE: \$4,132,560.94

INSERT: \$6,301,080.00

2. At Article 6. Contract Period, delete in its entirety.

Insert:

(a) Contract Period:

The "Contract Period" is the entire period of time during which the Contractor is obliged to perform the Work, which includes:

- (i) The "Initial Contract Period", which begins on the date the Contract is awarded and ends July 5th, 2022; and
- (ii) The period during which the Contract is extended, if Canada chooses to exercise any options set out in the Contract.
- (b) Option to Extend the Contract:
- (i) The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two additional one-year periods under the same terms and conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions set out in the Basis of Payment.
- (ii) Canada may exercise this option at any time by sending a written notice to the Contractor before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced, for administrative purposes only, through a contract amendment.
- 3. At Article 7. Authorities, amend as follows:

DELETE clause (a) Contracting Authority in its entirety.

INSERT:

(a) Contracting Authority

The Contracting Authority for the Contract is:

Contract No. - Nº du contrat 47419-192246/002/FI

Amd. No. - N° de la modif.

002

Buver ID - Id de l'acheteur 629el

Name:

Josée Bastien

Title:

Supply Team Leader

Organization:

Public Works and Government Services Canada

Acquisition Branch

Sector:

Business and Technology Solutions Sector (BTSS)

Address:

10 Wellington St, Gatineau, (Québec)

Telephone:

613-858-9843

E-mail address:

iosee.bastien@tpsgc-pwgsc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

DELETE clause (b) Technical Authority in its entirety.

(b) **Technical Authority**

The Technical Authority for the Contract is:

Name:

Franco Germano

Title:

A/Director General, Commercial Porfolio Directorate

Organization:

Canada Border Services Agency

Address: 333 North River Road, Ottawa, Ontario K1A 0L8

Telephone:

343-291-6147

E-mail address: franco.germano@cbsa-asfc.gc.ca

OR

Name:

Steve Chapman

Title:

Manager, Solutions Architecture and Integration, Commercial and Corporate Service

Management division, Projects & Service Management Directorate

Organization:

Address:

Canada Border Services Agency 333 North River Road, Ottawa, Ontario K1A 0L8

E-mail address: steve.chapman@cbsa-asfc.gc.ca

OR

Name:

Neil Armstrong

Title:

Senior Program Advisor, Finance & Resource Management, "Project Control Office,

Business Intake, and Client Relationship Management", Projects & Service Management

Directorate

Organization:

Canada Border Services Agency

Address:

333 North River Road, Ottawa, Ontario K1A 0L8

E-mail address: neil.armstrong@cbsa-asfc.gc.ca

The Technical Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Technical Authority; however, the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

Contract No.	- N°	du	contrat
47419-19224	6/00	2/E	EL.

Amd. No. - N° de la modif. 002

Buyer ID - Id de l'acheteur 629el

ALL OTHER TERMS AND CONDITIONS OF THE CONTRACT REMAIN UNCHANGED.



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

Completed by the Technical Project Additionary To Tark Tile Transcription	s pan le i vesponsaure æunnque i Unaige un projesj				
A. General Information / Informations générales					
Contract Number / Numéro du contrat :	47419-211212/002/EL				
Contractor Name / Nom du Contracteur :	S.I. SYSTEMS ULC				
Task Authorization (TA) No. № de l'autorisation de tâches (AT) :	Commitment No. N° de l'engagement :	Financial Cod Code financi		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
2022011053	1000369756	191020030, 2001, 30700		September 14, 2021	September 15, 2021
B. For Amendments Only / Aux fins de modification	n seulement	•			
Amendment No. / N $^{\circ}$ de la modification :	in sediement				
Reason for the Amendment / Raison pour la modification :					
Neason for the Americanient / Naison pour la modification .					
C. TA Requirements / Exigences relatives à l'AT					
Required Resource(s) / Ressource(s) requise(s)					
		Estimated Level of			
Category an Catégorie et		Effort (days) / Niveau	Lingu	uistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Categorie et	· · · · · · · · · · · · · · · · · · ·	geπort estimatif (jours)		igaiotique	raiveau(x) de securite requis
Technology Architect(Syst		Er	nglish / Anglais	Secret	
realinology Aralitect(Syst	terris Erigineer) Level 5			Iglian / Anglala	Secret
Work is to be performed in accordance with Annex A (Statem	pent of Work)				
· · · · · · · · · · · · · · · · · · ·	ient of work).				
See attached / Voir pièce jointe					
Period of Services / Période de service:					
initial Start Date / Date de début initiale :	16-Sep-2021]	Initial Er	nd Date / Date de fin initiale :	22-Jul-2022
Extented End Date (See Reason for the Amendment) / Date	de fin prolongée (voir Raison pour la modification):				
Option To Extend Initial End Date / Option pour prolonge	er la date de fin initiale	T			
Optional End Date(s) / Date	e(s) de fin optionnelle(s)			Status / Statut	
				O In Effect / en vigueur	
	10/0				
Travel Requirement(s) / Exigence(s) de voyage : Work Location(s) / Lieu(x) de travail :	n/a Within the National Capital Region	on CRSA premises			
York Essection(e) / Electivity do travair.		OH OBO/ CPICINISCS			
PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PAR	TIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)				
Contractor Resource(s) and Estimated Cost / Ress	source(a) du Contractour et Coût total actimatif				
Note: once approved, only the following resources may provide services under this TA. / Nota: une f					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
TTechnology Architect			journaliei		
(Systems Engineer) Level 3t					\$189,000.00
				1	
			Estir	mated Cost / Coût estimatif	\$189,000.00
	Total Estimated T	ravel and Living Cost /	Coût total es	stimatif de voyage et de vie	\$0.00
		To	otal Estimated	l Cost / Coût total estimatif	\$189,000.00
				Applicable Tax / Taxe	\$24,570.00
		Total Estimated Cost	With Tax / Co	out total estimatif avec taxe	\$213,570.00
Check applicable Ba	sis of Payment /	Maximum Price /	X	Firm Price /	,,,_,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
Cocher la Base de Pai				Prix Ferme :	

PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.

The client's authorization limit is \$250,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le

La limite d'autorisation du client est 250,000 \$. Lorsque la valeur de l'AT et ses modifications (excluant les taxes applicables) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation

DENIS Date: 2021.09.14

Digitally signed by NORMAND DENIS

Stephen Alexander

September 14, 2021

ALEXANDER STEPHEN

Digitally signed by **ALEXANDER STEPHEN** Date: 2021.09.14 07:19:11

-04'00'

PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CO	NTRACTEUR	
Name and I	Signature	Date
Name and 1 Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur	g	

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (compléted by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet)

A. General Information / Informations générales					
Contract Number / Numéro du contrat :	47419-211212/002/EL				
Contractor Name / Nom du Contracteur :	S.I. SYSTEMS ULC				
Task Authorization (TA) No. № de l'autorisation de tâches (AT) :	Commitment No. Nº de l'engagement :	Financial Co Code financi		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
2022011053	1000369756		1, 30700	September 14, 2021	September 15, 2021
B. For Amendments Only / Aux fins de modification	n seulement				_
Amendment No. / № de la modification :					
Reason for the Amendment / Raison pour la modification :					
reason of the Amendment? Naison pour la modification.					
C. TA Requirements / Exigences relatives à l'AT					
Required Resource(s) / Ressource(s) requise(s)					
- Teganica (1030anea(3) / Tegasounea(3)					
Category an	d Level	Estimated Level of Effort (days) / Niveau	Lingu	uistic Profile / Profile	Required Level(s) of Security /
Catégorie et	Niveau	d'effort estimatif (jours)		linguistique	Niveau(x) de sécurité requis
		(Jours)			
Technology Architect(Syst	ems Engineer) Level 3		Er	nglish / Anglais	Secret
Nork is to be performed in accordance with Annex A (Statem	nent of Work).				
See attached / Voir pièce jointe					
<u> </u>					
Period of Services / Période de service:					
nitial Start Date / Date de début initiale :	16-Sep-2021		Initial Er	nd Date / Date de fin initiale :	22-Jul-2022
Extented End Date (See Reason for the Amendment) / Date	de fin prolongée (voir Raison pour la modification):				
Option To Extend Initial End Date / Option pour prolonge	er la date de fin initiale				
Optional End Date(s) / Date	e(s) de fin optionnelle(s)			Status / Statut	
				O In Effect / en vigueur	
F. 15	2/2				
Travel Requirement(s) / Exigence(s) de voyage : Work Location(s) / Lieu(x) de travail :	n/a Within the National Capital Region of	on CBSA premises			
		or obox promised			
PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PAR	TIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)				
Contractor Resource(s) and Estimated Cost / Ress Note: once approved, only the following resources may provide services under this TA / Nota: une f		AT			
			Per Diem	Estimated Level of Effort	
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Rate / Taux	(days) / Niveau d'effort	Total Estimated Cost / Coût total estimatif
		<u> </u>	journalier	estimatif (jours)	
TTechnology Architect (Systems Engineer) Level 3t				1	\$189,000.00
(e) eterne = riginicer, zever et				-	4100,000.00
	<u> </u>		Fetir	│ mated Cost / Coût estimatif	\$189,000.00
					ψ100;000.00
	lotai Estimated I	ravel and Living Cost	Cout total es	stimatif de voyage et de vie	\$0.00
		To	otal Estimated	d Cost / Coût total estimatif	\$189,000.00
				Applicable Tax / Taxe	\$24,570.00
		Total Estimated Cost	With Tax / Co	out total estimatif avec taxe	\$213,570.00
Check applicable Ba		Maximum Price /		Firm Price /	
Cocher la Base de Pai		Prix Maximum :		Prix Ferme :	
					1 of 2

PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

By signing this TA, the authorized client authority and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.

The client's authorization limit is \$250,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.

En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSGC atteste(nt) que le

La limite d'autorisation du client est 250,000 \$. Lorsque la valeur de l'AT et ses modifications (excluant les taxes applicables) dépasse cette limite, l'AT doit être signée par le client autorisé et transmise à l'autorité contractante de TPSGC pour autorisation

Digitally signed by NORMAND DENIS **DENIS** Date: 2021.09.14 09:19:25 -04'00'

Stephen Alexander

September 14, 2021

ALEXANDER STEPHEN

Digitally signed by **ALEXANDER STEPHEN** Date: 2021.09.14 07:19:11

-04'00'

PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE	

Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur	Signature	Date

Date: 2021.07.23 14:47:20 -04'00'

Travaux publics et Services gouvernementaux Canada

Purchasing Office - Bureau des achats:

Informatics Professional Services - EL Division/Services professionnels en informatique - division EL Terrasses de la Chaudière 4th Floor 10 Wellington Street Gatineau Québec K1A 0S5

CONTRACT - CONTRAT

Your proposal is accepted to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price set out therefor.

Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur

129925947PG0001 S.I. SYSTEMS ULC 170 Laurier Avenue West Suite 300 Ottawa Ontario K1P5V5 Canada

Operating as: S.I. SYSTEMS

Title - Sujet RFP Omnibus 301120-310321 Contract No. - N° du contrat Date 47419-211212/002/EL 2021-07-23 Client Reference No. - N° de référence du client 47419-211212 Requisition No. - N° de la demande 47419-211212 File No. - N° de dossier CCC No./N° CCC - FMS No./N° VME 629el.47419-211212 GST/HST Financial Code(s) Code(s) financier(s) TPS/TVH Cost Centre:1910200030 Functional Area:30700 WBS: C00-45-20-01 Funds:2001 F.O.B. - F.A.B. Destination GST/HST - TPS/TVH **Duty - Droits** See Herein - Voir ci-inclus See Herein - Voir ci-inclus Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes Invoices - Original and two copies to be sent to: Factures - Envoyer l'original et deux copies à: Specified Herein Précisé dans les présentes Address Enquiries to: - Adresser toutes questions à: Buyer Id - Id de l'acheteur 629el Morin, Sylvie FAX No. - N° de FAX Telephone No. - N° de téléphone (613) 859-0761 () () -**Currency Type - Devise Total Estimated Cost - Coût total estimatif** \$2,233,902.20 CAD For the Minister - Pour le Ministre Morin, Sylvien, CN = Morin, Sylvie C = CA O = GC OU = PWGSC-TPSGC



1. Requirement

- (a) S.i.Systems ULC (the "Contractor") agrees to supply to the Client the services described in the Contract, including the Statement of Work, in accordance with, and at the prices set out in, the Contract. This includes providing professional services as and when requested by Canada, to one or more locations to be designated by Canada, excluding any locations in areas subject to any of the Comprehensive Land Claims Agreements.
- (b) Client: Under the Contract, the "Client" is the Canada Border Services Agency.
- (c) Reorganization of Client: The Contractor's obligation to perform the Work will not be affected by (and no additional fees will be payable as a result of) the renaming, reorganization, reconfiguration, or restructuring of any Client. The reorganization, reconfiguration and restructuring of the Client includes the privatization of the Client, its merger with another entity, or its dissolution, where that dissolution is followed by the creation of another entity or entities with mandates similar to the original Client. In connection with any form of reorganization, Canada may designate another department or government body as the Contracting Authority or Project Authority, as required to reflect the new roles and responsibilities associated with the reorganization.
- (d) **Defined Terms**: Words and expressions defined in the General Conditions or Supplemental General Conditions and used in the Contract have the meanings given to them in the General Conditions or Supplemental General Conditions. Any reference to an Identified User in the Supply Arrangement is a reference to the Client. Also, any reference to a "deliverable" or "deliverables" includes all documentation outlined in this Contract. A reference to a "local office" of the Contractor means an office having at least one full time employee that is not a shared resource working at that location.

2. Task Authorization

- (a) As-and-when-requested Task Authorizations: The Work or a portion of the Work to be performed under the Contract will be on an "as-and-when-requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract. The Contractor must not commence work until a validly issued TA has been issued by Canada and received by the Contractor. The Contractor acknowledges that any work performed before such issuance and receipt will be done at the Contractor's own risk.
- (b) Allocation of Task Authorizations: More than one contract has been awarded for this requirement. As a result, the Task Authorizations issued under this series of contracts will be allocated in accordance with the following:
 - (i) At the time this series of contracts was awarded, each contractor was allocated an amount of funding as specified in the Limitation of Expenditure based on the evaluation process described in the bid solicitation that resulted in the award of this series of contracts.
 - (ii) When a Task Authorization is issued, Canada will use a rotational method to allocate the draft Task Authorizations where the rotation is based on the ranking obtained by the Contractor during the Bid Solicitation.
 - (iii) Canada will send the first TA to the first ranked Contractor, the second TA to the second ranked Contractor. This rotational process will be repeated for each subsequent series of TAs issued by Canada.
 - (iv) The Contractor sent a draft TA will have the time set out further below under the subparagraph entitled "Contractor's Response to Draft Task Authorization" to respond to the Contracting Authority.
 - (v) If the Contractor to whom the draft TA is first sent either fails to respond on time or confirms in writing that it refuses to perform the task, the draft TA will then be forwarded

to the next-ranked Contractor. In the event that Canada determines the proposed resource(s) does not meet the minimum experience or other requirements of the categories identified in the draft TA, Canada may, at its entire discretion request that the Contractor propose another resource and the Contractor will have the time set out in the subparagraph "Contractor's Response to Draft Task Authorization" to respond. If the Contractor fails to respond on time or Canada determines that the proposed resource(s) does not meet the minimum experience or other requirements of the categories identified in the draft TA, the draft TA will be forwarded to the next-ranked Contractor.

- (vi) If the Contractor refuses a TA or fails to submit a valid response, the dollar value of the TA may be subtracted from the dollar value of the Contractor's Contract and may be reallocated, at the Contracting Authority's sole discretion, in whole or in part, to the other contractor.
- (vii) The process of sending out a draft TA will continue until Canada either cancels the requirement for the task or it has been validly issued to one of the contractors. If none of the contractors can perform the task (in accordance with all the terms and conditions of this series of contracts), Canada may acquire the required Work by other means.
- (viii) Any of the contractors may advise the Project Authority and the Contracting Authority in writing that it is unable to carry out additional tasks as a result of previous commitments under one or more TAs issued under this series of contracts, and no draft TA will be sent to that contractor until that contractor has given notice in writing to the Project Authority and the Contracting Authority that it is again available to perform additional tasks.
- (ix) If it is found that the allocation process described at part (ii) above has resulted in the award of a disproportionate dollar value of work between the Contractors, the Contractors agree that Canada, in its sole discretion, may deviate from the allocation process and issue TAs in the manner required to re-establish a proportional allocation.
- (c) **Assessment of Resources Proposed at TA Stage**: Processes for issuing, responding to and assessing Task Authorizations are further detailed in Appendices A, B, C and D of Annex A.
- (d) Form and Content of draft Task Authorization:
 - (i) The Project Authority will provide the Contractor with a description of the task in a draft Task Authorization using the form specified in Annex A.
 - (ii) The draft Task Authorization will contain the details of the activities to be performed, and must also contain the following information:
 - (A) the contract number;
 - (B) the task number;
 - (C) The date by which the Contractor's response must be received (which will appear in the draft Task Authorization, but not the issued Task Authorization);
 - (D) the categories of resources and the number required;
 - (E) a description of the work for the task outlining the activities to be performed and identifying any deliverables (such as reports);
 - (F) the start and completion dates;
 - (G) any option(s) to extend initial end date (if applicable);
 - (H) milestone dates for deliverables and payments (if applicable);
 - (I) the number of person-days of effort required;
 - (J) whether the work requires on-site activities and the location;

- (K) the language profile of the resources required;
- (L) the level of security clearance required of resources;
- (M) the price payable to the Contractor for performing the task, with an indication of whether it is a firm price or a maximum TA price (and, for maximum price task authorizations, the TA must indicate how the final amount payable will be determined; where the TA does not indicate how the final amount payable will be determined, the amount payable is the amount, up to the maximum, that the Contractor demonstrates was actually worked on the project, by submitting time sheets filled in at the time of the work by the individual resources to support the charges); and
- (N) any other constraints that might affect the completion of the task.
- (e) Contractor's Response to Draft Task Authorization: The Contractor must provide to the Project Authority, within 5 working days of receiving the draft Task Authorization (or within any longer time period specified in the draft TA), a quotation with the proposed total price for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract, as well as its corresponding proposed resource(s) in accordance with Appendix A to Annex A of the Contract. The Contractor's quotation must be based on the rates set out in the Contract. The Contractor will not be paid for preparing or providing its response or for providing other information required to prepare and validly issue the TA.
- (f) Task Authorization Limit and Authorities for Validly Issuing Task Authorizations:

To be validly issued, a TA must include the following signatures:

- (i) for any TA, inclusive of revisions, with a value less than or equal to \$250,000.00 (excluding Applicable Taxes), the TA must be signed by the Project Authority and the Contractor; and
- (ii) for any TA with a value greater than this amount, a TA must be signed by the Project Authority, the Contracting Authority and the Contractor.

Any TA that does not bear the appropriate signature(s) is not validly issued by Canada. Any work performed by the Contractor without receiving a validly issued TA is done at the Contractor's own risk. If the Contractor receives a TA that is not appropriately signed, the Contractor must notify the Contracting Authority. By providing written notice to the Contractor, the Contracting Authority may suspend the Client's ability to issue TA's at any time, or reduce the dollar value threshold described in sub-article (i) above; any suspension or reduction notice is effective upon receipt.

(g) Periodic Usage Reports:

- (i) The Contractor must compile and maintain records on its provision of services to the federal government under Task Authorizations validly issued under the Contract. The Contractor must provide this data to Canada in accordance with the reporting requirements detailed below. If some data is not available, the reason must be indicated. If services are not provided during a given period, the Contractor must still provide a "NIL" report. The data must be submitted on a quarterly basis to the Contracting Authority. From time to time, the Contracting Authority may also require an interim report during a reporting period.
- (ii) The quarterly periods are defined as follows:
 - (A) 1st guarter: April 1 to June 30;
 - (B) 2nd quarter: July 1 to September 30;
 - (C) 3rd quarter: October 1 to December 31; and

- (D) 4th quarter: January 1 to March 31.
- The data must be submitted to the Contracting Authority no later than 20 calendar days after the end of the reporting period.
- (iii) Each report must contain the following information for each validly issued TA (as amended):
 - (A) the Task Authorization number and the Task Authorization Revision number(s), if applicable;
 - (B) a title or a brief description of each authorized task;
 - (C) the name, Resource and level of each resource involved in performing the TA, as applicable;
 - (D) the total estimated cost specified in the validly issued TA of each task, exclusive of Applicable Taxes;
 - (E) the total amount, exclusive of Applicable Taxes, expended to date against each authorized task;
 - (F) the start and completion date for each authorized task; and
 - (G) the active status of each authorized task, as applicable (e.g., indicate whether work is in progress or if Canada has cancelled or suspended the TA, etc.).
- (iv) Each report must also contain the following cumulative information for all the validly issued TA's (as amended):
 - (A) the amount, exclusive of Applicable Taxes, specified in the Contract (as last amended, as applicable) as Canada's total liability to the Contractor for all validly issued TA's; and
 - (B) the total amount, exclusive of Applicable Taxes, expended to date against all validly issued TA's.
- (h) Refusal of Task Authorizations or Submission of a Response which is not Valid: The Contractor is not required to submit a response to every draft TA sent to it by Canada. However, in addition to Canada's other rights to terminate the Contract, Canada may immediately, and without further notice, terminate the Contract for default in accordance with the General Conditions if the Contractor in at least three instances has either not responded or has not submitted a valid response when sent a draft TA. For greater clarity, each draft TA, which is identifiable by its task number, will only count as one instance. A valid response is one that is submitted within the required time period and meets all requirements of the draft TA issued, including proposing the required number of resources who each meet the minimum experience and other requirements of the categories identified in the draft TA at pricing not exceeding the rates set out in Annex B.
- (i) **Consolidation of TA's for Administrative Purposes**: The Contract may be amended from time to time to reflect all validly issued Task Authorizations to date, to document the Work performed under those TA's for administrative purposes.

3. Minimum Work Guarantee

- (a) In this clause,
 - (i) "Maximum Contract Value" means the amount specified in the "Limitation of Expenditure" clause set out in the Contract; and
 - (ii) "Minimum Contract Value" means \$20,000.00 (excluding Applicable Taxes).
- (b) Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with

sub-article (c), subject to sub-article (d). In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract Period to perform the Work described in the Contract. Canada's maximum liability for work performed under the Contract must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.

- (c) In the event that Canada does not request work in the amount of the Minimum Contract Value during the Contract Period, Canada must pay the Contractor the difference between the Minimum Contract Value and the total cost of the Work requested.
- (d) Canada will have no obligation to the Contractor under this article if Canada terminates the entire Contract
 - (i) for default;
 - (ii) for convenience as a result of any decision or recommendation of a tribunal or court that the contract be cancelled, re-tendered or awarded to another supplier; or
 - (iii) for convenience within ten business days of Contract award.

4. Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual (https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) issued by Public Works and Government Services Canada.

(a) General Conditions:

(i) 2035 (2020-05-28), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

With respect to Section 30 - Termination for Convenience, of General Conditions 2035, Subsection 04 is deleted and replaced with the following Subsections 04, 05 and 06:

- 4. The total of the amounts, to which the Contractor is entitled to be paid under this section, together with any amounts paid, due or becoming due to the Contractor must not exceed the Contract Price.
- 5. Where the Contracting Authority terminates the entire Contract and the Articles of Agreement include a Minimum Work Guarantee, the total amount to be paid to the Contractor under the Contract will not exceed the greater of:
 - the total amount the Contractor may be paid under this section, together with any amounts paid, becoming due other than payable under the Minimum Work Guarantee, or due to the Contractor as of the date of termination, or
 - (b) the amount payable under the Minimum Work Guarantee, less any amounts paid, due or otherwise becoming due to the Contractor as of the date of termination.
- 6. The Contractor will have no claim for damages, compensation, loss of profit, allowance arising out of any termination notice given by Canada under this section except to the extent that this section expressly provides. The Contractor agrees to repay immediately to Canada the portion of any advance payment that is unliquidated at the date of the termination.

5. Security Requirement

(a) The following security requirements (SRCL Common #34 and related clauses provided by the Contract Security Program) as set out under Annex "B" to the Supply Arrangement EN578-170432, applies to and forms part of the Contract.

Security requirement for Canadian supplier: Public Works and Government Services Canada file Common-Professional Services Security Requirement Check List #34

- 1. The contractor must, at all times during the performance of the contract, hold a valid Facility Security Clearance at the level of **secret**, issued by the CSP of the ISS, PSPC
- 2. The contractor personnel requiring access to **classified** information, assets or sensitive work site(s) must **each** hold a valid personnel security screening at the level of **secret** as required, granted or approved by the CSP/ISS/PSPC
- 3. The contractor **must not** remove any **classified** information from the identified work site(s), and the contractor must ensure that its personnel are made aware of and comply with this restriction.
- 4. Subcontracts which contain security requirements are **not** to be awarded without the prior written permission of the CSP/ISS/PSPC
- 5. The contractor must comply with the provisions of the:
 - 1. Security Requirements Check List and security guide (if applicable), attached at Annex C
 - 2. Industrial Security Manual (Latest Edition)

(b) Additional Security Requirement

- (i) The CBSA, will conduct its own personnel Reliability Status assessment of the Contractor (specifically the Contractor personnel), which is allowed under the Treasury Board Secretariat of Canada's (TBS) "Security and Contracting Management Standard" and the Policy on Government Security Personnel Security Standard. Reliability Status assessment conducted by the CBSA will include a credit check.
- (ii) If the Contractor (specifically the Contractor personnel), has already been screened under the TBS Policy on Government Security Personnel Security Standard, the Contractor (specifically the Contractor personnel), will still undergo a security screening process to be conducted by the CBSA.
- (iii) The credit check and fingerprinting*, if required, will be performed by an authorized security official with the CBSA's "Personnel Security Screening Section" (PSSS), which is independent of the Public Works and Government Services Canada's (PWGSC), "Canadian and International Industrial Security Directorate" (CIISD).
- (iv) Until the credit check, fingerprinting* (if required) and all other security screening processes required have been completed and the Contractor (specifically the Contractor personnel) is deemed suitable by the CBSA, the Contractor (specifically the Contractor personnel) will not be permitted access to Protected / Classified information or assets, and further, will not be permitted to enter sites where such information or assets are kept.
- (v) *Fees are applicable. Fingerprinting, if required, will be at the Contractor's cost.

6. Use of individual protective equipment and Occupational Health and Safety (OHS) quideline(s)

- a. The Contractor must comply with Government of Canada onsite requirements in respect of individual Protective Pieces of Equipment (PPE) and adhere to Occupational Health and Safety (OHS) guidelines in force in the workplace.
- b. The Contractor will provide its resources the following individual PPE for working on site: prescribed face covering mask, gloves, and anything else that is required as a prerequisite to entry and to work on Government of Canada premises. Canada reserves the right to modify the list of PPE and OHS guidelines, if required, to include any future recommendations proposed by the Public Health Agencies.
- c. The Contractor warrants that its resources will wear the PPE mentioned above when onsite and follow at all times the Occupational Health and Safety (OHS) guidelines in force in the workplace during the contract period. If resources are not wearing the prescribed PPE and/or are not following the Occupational Health and Safety (OHS) guidelines in force in the workplace, they will not be permitted access to government of Canada sites.

7. Contract Period

- (a) **Contract Period**: The "**Contract Period**" is the entire period of time during which the Contractor is obliged to perform the Work, which includes:
 - (i) The "**Initial Contract Period**", which begins on the date the Contract is awarded and ends one year later; and
 - (ii) The period during which the Contract is extended, if Canada chooses to exercise any options set out in the Contract.

(b) Option to Extend the Contract:

- (i) The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to 4 additional one-year period(s) under the same terms and conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions set out in the Basis of Payment.
- (ii) Canada may exercise this option at any time by sending a written notice to the Contractor before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced, for administrative purposes only, through a contract amendment.

8. Authorities

(a) Contracting Authority

The Contracting Authority for the Contract is:

Name: Sylvie Morin
Title: Supply Specialist

Public Works and Government Services Canada

Acquisitions Branch

Directorate: Professional Services Procurement Directorate

Address: 10 Wellington St., Gatineau, Québec

Telephone: (613) 859-0761

E-mail address: Sylvie.morin@tpsqc-pwqsc.qc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

(b) Project Authority

The Project Authority for the Contract is:

Name: Denis Normand

Title: Manager

Organization: Canada Border Services Agency

Address: 333 North River Rd, Tower A, Ottawa, ON K11 0L8

Telephone: 343-291-6087

E-mail address: denis.normand@cbsa-asfc.gc.ca

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority; however, the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

(c) Contractor's Representative

123 Slater Street, Suite 1000 Ottawa, ON, K1P 5H2

9. Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a <u>Public Service Superannuation Act</u> (PSSA) pension, the Contractor has agreed that this information will be reported on departmental web sites as part of the published proactive disclosure reports, in accordance with <u>Contracting Policy Notice: 2012-2</u> of the Treasury Board Secretariat of Canada.

10. Payment

(a) Basis of Payment

- (i) Professional Services provided under a Task Authorization with a Maximum Price: For professional services requested by Canada, in accordance with a validly issued Task Authorization, Canada will pay the Contractor, in arrears, up to the Maximum Price for the TA, for actual time worked and any resulting deliverables in accordance with the firm all-inclusive per diem rates set out in Annex B, Basis of Payment, Applicable Taxes extra. Partial days will be prorated based on actual hours worked based on a 7.5-hour workday.
- (ii) Professional Services provided under a Task Authorization with a Firm Price: For professional services requested by Canada, in accordance with a validly issued Task Authorization, Canada will pay the Contractor the firm price set out in the Task Authorization (based on the firm, all-inclusive per diem rates set out in Annex B), Applicable Taxes extra.
- (iii) **Competitive Award**: The Contractor acknowledges that the Contract has been awarded as a result of a competitive process. No additional charges will be allowed to compensate for errors, oversights, misconceptions or underestimates made by the Contractor when bidding for the Contract.
- (iv) Contractor's Firm Per Diem Rates: The Contractor agrees that the rates set out in Annex B remain firm throughout the Contract Period, except as may be provided for in the express terms of the contract. In reference to Article 18(1) of SACC General

- Conditions 2035, the Contractor acknowledges that its obligation to provide services in accordance with the firm rates set out in Annex B is unaffected by the application of any existing law or any new law which may come into effect during the Contract Period.
- (v) Professional Services Rates: In Canada's experience, bidders from time to time propose rates at the time of bidding for one or more Resource Categories that they later refuse to honour, on the basis that these rates do not allow them to recover their own costs and/or make a profit. This denies Canada of the benefit of the awarded contract. If the Contractor does not respond or refuses to provide an individual with the qualifications described in the Contract within the time described in the Contract (or proposes instead to provide someone from an alternate category at a different rate), whether or not Canada terminates the Contract as a whole or in part or chooses to exercise any of the rights provided to it under the general conditions, Canada may impose sanctions or take other measures in accordance with the PWGSC Vendor Performance Corrective Measure Policy (or equivalent) then in effect, which measures may include an assessment that results in conditions applied against the Contractor to be fulfilled before doing further business with Canada, or full debarment of the Contractor from bidding on future requirements.

(b) Limitation of Expenditure – Cumulative Total of all Task Authorizations

- (i) Canada's total liability to the Contractor under the Contract for all validly issued Task Authorizations (TAs), inclusive of any revisions, must not exceed the amount set out on page 1 of the Contract, less any Applicable taxes. With respect to the amount set out on page 1 of the Contract, Customs duties are included and Applicable Taxes are included
- (ii) No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
- (iii) The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 - (A) when it is 75 percent committed, or
 - (B) 4 months before the contract expiry date, or
 - (C) As soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions,

whichever comes first.

- (i) If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Providing this information does not increase Canada's liability.
- (c) **Method of Payment for Task Authorizations with a Maximum Price**: For each Task Authorization validly issued under the Contract that contains a maximum price:
 - (i) Canada will pay the Contractor no more frequently than once a month in accordance with the Basis of Payment. The Contractor must submit time sheets for each resource showing the days and hours worked to support the charges claimed in the invoice.
 - (ii) Once Canada has paid the maximum TA price, Canada will not be required to make any further payment, but the Contractor must complete all the work described in the TA, all of which is required to be performed for the maximum TA price. If the work described in the TA is completed in less time than anticipated, and the actual time worked (as supported by the time sheets) at the rates set out in the Contract is less than the maximum TA price, Canada is only required to pay for the time spent performing the work related to that TA.
- (d) Method of Payment for Task Authorizations with a Firm Price Lump Sum Payment on Completion: Canada will pay the Contractor upon completion and delivery of all the Work

associated with the validly issued Task Authorization in accordance with the payment provisions of the Contract if:

- (i) an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract:
- (ii) all such documents have been verified by Canada; and
- (iii) the Work delivered has been accepted by Canada.

(e) Electronic Payment of Invoices – Contract

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s):

- (i) Visa Acquisition Card;
- (ii) MasterCard Acquisition Card;
- (iii) Direct Deposit (Domestic and International);
- (iv) Electronic Data Interchange (EDI);
- (v) Wire Transfer (International Only);
- (vi) Large Value Transfer System (LVTS) (Over \$25M)

(f) Time Verification

Time charged and the accuracy of the Contractor's time recording system are subject to verification by Canada, before or after payment is made to the Contractor. If verification is done after payment, the Contractor must repay any overpayment, at Canada's request.

(g) Payment Credits

- (i) Failure to Provide Resource:
 - (A) If the Contractor does not provide a required professional services resource that has all the required qualifications within the time prescribed by the Contract, the Contractor must credit to Canada an amount equal to the per diem rate (based on a 7.5-hour workday) of the required resource for each day (or partial day) of delay in providing the resource, up to a maximum of 10 days.
 - (B) **Corrective Measures**: If credits are payable under this Article for two consecutive months or for three months in any 12-month period, the Contractor must submit a written action plan describing measures it will implement or actions it will undertake to eliminate the recurrence of the problem. The Contractor will have five working days to deliver the action plan to the Client and the Contracting Authority and 20 working days to rectify the underlying problem.
 - (C) **Termination for Failure to Meet Availability Level**: In addition to any other rights it has under the Contract, Canada may terminate the Contract for default in accordance with the General Conditions by giving the Contractor three months' written notice of its intent, if any of the following apply:
 - (1) the total amount of credits for a given monthly billing cycle reach a level of 10% of the total billing for that month; or
 - (2) the corrective measures required of the Contractor described above are not met.

This termination will be effective when the three month notice period expires, unless Canada determines that the Contractor has implemented the corrective measures to Canada's satisfaction during those three months.

- (ii) Credits Apply during Entire Contract Period: The Parties agree that the credits apply throughout the Contract Period.
- (iii) Credits represent Liquidated Damages: The Parties agree that the credits are liquidated damages and represent their best pre-estimate of the loss to Canada in the event of the applicable failure. No credit is intended to be, nor will it be construed as, a penalty.
- (iv) Canada's Right to Obtain Payment: The Parties agree that these credits are a liquidated debt. To collect the credits, Canada has the right to hold back, draw back, deduct or set off from and against any money Canada owes to the Contractor from time to time.
- (v) Canada's Rights & Remedies not Limited: The Parties agree that nothing in this Article limits any other rights or remedies to which Canada is entitled under the Contract (including the right to terminate the Contract for default) or under the law generally.
- (vi) Audit Rights: The Contractor's calculation of credits under the Contract is subject to verification by government audit, at the Contracting Authority's discretion, before or after payment is made to the Contractor. The Contractor must cooperate fully with Canada during the conduct of any audit by providing Canada with access to any records and systems that Canada considers necessary to ensure that all credits have been accurately credited to Canada in the Contractor's invoices. If an audit demonstrates that past invoices contained errors in the calculation of the credits, the Contractor must pay to Canada the amount the audit reveals was required to be credited to Canada, plus interest, from the date Canada remitted the excess payment until the date of the refund (the interest rate is the Bank of Canada's discount annual rate of interest in effect on the date the credit was first owed to Canada, plus 1.25% per year). If, as a result of conducting an audit, Canada determines that the Contractor's records or systems for identifying, calculating or recording the credits are inadequate, the Contractor must implement any additional measures required by the Contracting Authority.

(h) No Responsibility to Pay for Work not performed due to Closure of Government Offices

- (i) Where the Contractor, its employees, subcontractors, or agents are providing services on government premises under the Contract and those premises are inaccessible because of the evacuation, closure or there are enhanced measures to restrict access to government offices, and as a result no work is performed, Canada is not responsible for paying the Contractor for work that otherwise would have been performed if there had been no evacuation, closure or restricted access.
- (ii) If, as a result of any strike or lock-out, the Contractor or its employees, subcontractors or agents cannot obtain access to government premises and, as a result, no work is performed, Canada is not responsible for paying the Contractor for work that otherwise would have been performed if the Contractor had been able to gain access to the premises

11. Invoicing Instructions

- (a) The Contractor must submit invoices in accordance with the information required in the General Conditions.
- (b) The Contractor's invoice must include a separate line item for each subparagraph in the Basis of Payment provision, and must show all applicable Task Authorization numbers.
- (c) By submitting invoices, the Contractor is certifying that the goods and services have been delivered and that all charges are in accordance with the Basis of Payment provision of the Contract, including any charges for work performed by subcontractors.
- (d) The Contractor must provide the original and two copies of each invoice to the Project Authority, and a copy to the Contracting Authority.

Buyer ID: 629EL

12. Certifications and Additional Information

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, any TA quotation and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire Contract Period.

13. Federal Contractors Program for Employment Equity - Default by Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "FCP Limited Eligibility to Bid" list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

14. Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

15. Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the following list, the wording of the document that first appears on the list has priority over the wording of any document that appears later on the list:

- (a) these Articles of Agreement, including any individual SACC clauses incorporated by reference in these Articles of Agreement;
- (b) General Conditions 2035 (2020-05-28), Higher Complexity Services;
- (c) Annex A, Statement of Work, including its Appendices as follows:
 - (i) Appendix A to Annex A Tasking Assessment Procedure;
 - (ii) Appendix B to Annex A Task Authorization (TA) Form;
 - (iii) Appendix C to Annex A Resource Assessment Criteria and Response Table;
 - (iv) Appendix D to Annex A Certifications at the TA stage;
- (d) Annex B, Basis of Payment;
- (e) Annex C, Security Requirements Check List;
- (f) the validly issued Task Authorizations and any required certifications (including all of their annexes, if any); and
- (g) the Contractor's bid dated March 03, 2021.

16. Foreign Nationals (Canadian Contractor)

(a) SACC Manual clause A2000C (2006-06-16) Foreign Nationals (Canadian Contractor)

17. Insurance Requirements

(a) Compliance with Insurance Requirements

- (i) The Contractor must comply with the insurance requirements specified in this Article. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.
- (ii) The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable

- law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.
- (iii) The Contractor should forward to the Contracting Authority within ten (10) days after the date of award of the Contract a Certificate of Insurance evidencing the insurance coverage. Coverage must be placed with an Insurer licensed to carry out business in Canada and the Certificate of Insurance must confirm that the insurance policy complying with the requirements is in force. If the Certificate of Insurance has not been completed and submitted as requested, the Contracting Authority will so inform the Contractor and provide the Contractor with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within the time period will constitute a default under the General Conditions. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

(b) Commercial General Liability Insurance

- (i) The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
- (ii) The Commercial General Liability policy must include the following:
 - (A) Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
 - (B) Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
 - (C) Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
 - (D) Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
 - (E) Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - (F) Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - (G) Employees and, if applicable, Volunteers must be included as Additional Insured.
 - (H) Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
 - (I) Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
 - (J) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.

- (K) If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- (L) Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.
- (M) Advertising Injury: While not limited to, the endorsement must include coverage for piracy or misappropriation of ideas, or infringement of copyright, trademark, title or slogan.

(c) Errors and Omissions Liability Insurance

- (i) The Contractor must obtain Errors and Omissions Liability (a.k.a. Professional Liability) insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature but for not less than \$1,000,000 per loss and in the annual aggregate, inclusive of defence costs.
- (ii) If the Professional Liability insurance is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- (iii) The following endorsement must be included:
 - Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.

18. Limitation of Liability - Information Management/Information Technology

(a) This section applies despite any other provision of the Contract and replaces the section of the general conditions entitled "Liability". Any reference in this section to damages caused by the Contractor also includes damages caused by its employees, as well as its subcontractors, agents, and representatives, and any of their employees. This section applies regardless of whether the claim is based in contract, tort, or another cause of action. The Contractor is not liable to Canada with respect to the performance of or failure to perform the Contract, except as described in this section and in any section of the Contract pre-establishing any liquidated damages. The Contractor is only liable for indirect, special or consequential damages to the extent described in this Article, even if it has been made aware of the potential for those damages.

(b) First Party Liability:

- (i) The Contractor is fully liable for all damages to Canada, including indirect, special or consequential damages, caused by the Contractor's performance or failure to perform the Contract that relate to:
 - (A) any infringement of intellectual property rights to the extent the Contractor breaches the section of the General Conditions entitled "Intellectual Property Infringement and Royalties":
 - (B) physical injury, including death.
- (ii) The Contractor is liable for all direct damages caused by the Contractor's performance or failure to perform the Contract affecting real or tangible personal property owned, possessed, or occupied by Canada.
- (iii) Each of the Parties is liable for all direct damages resulting from its breach of confidentiality under the Contract. Each of the Parties is also liable for all indirect, special or consequential damages in respect of its unauthorized disclosure of the other Party's trade secrets (or trade secrets of a third party provided by one Party to another under the Contract) relating to information technology.

- (iv) The Contractor is liable for all direct damages relating to any encumbrance or claim relating to any portion of the Work for which Canada has made any payment. This does not apply to encumbrances or claims relating to intellectual property rights, which are addressed under (i)(A) above.
- (v) The Contractor is also liable for any other direct damages to Canada caused by the Contractor's performance or failure to perform the Contract that relate to:
 - (A) any breach of the warranty obligations under the Contract, up to the total amount paid by Canada (including any applicable taxes) for the goods and services affected by the breach of warranty; and
 - (B) Any other direct damages, including all identifiable direct costs to Canada associated with re-procuring the Work from another party if the Contract is terminated either in whole or in part for default, up to an aggregate maximum for this subparagraph (B) of the greater of .75 times the total estimated cost (meaning the dollar amount shown on the first page of the Contract in the cell titled "Total Estimated Cost" or shown on each call-up, purchase order or other document used to order goods or services under this instrument), or \$1.000.000.00.

In any case, the total liability of the Contractor under subparagraph (v) will not exceed the total estimated cost (as defined above) for the Contract or \$1,000,000.00, whichever is more.

(vi) If Canada's records or data are harmed as a result of the Contractor's negligence or willful act, the Contractor's only liability is, at the Contractor's own expense, to restore Canada's records and data using the most recent back-up kept by Canada. Canada is responsible for maintaining an adequate back-up of its records and data.

(c) Third Party Claims:

- (i) Regardless of whether a third party makes its claim against Canada or the Contractor, each Party agrees that it is liable for any damages that it causes to any third party in connection with the Contract as set out in a settlement agreement or as finally determined by a court of competent jurisdiction, where the court determines that the Parties are jointly and severally liable or that one Party is solely and directly liable to the third party. The amount of the liability will be the amount set out in the settlement agreement or determined by the court to have been the Party's portion of the damages to the third party. No settlement agreement is binding on a Party unless its authorized representative has approved the agreement in writing.
- (ii) If Canada is required, as a result of joint and several liability or joint and solidarily liable, to pay a third party in respect of damages caused by the Contractor, the Contractor must reimburse Canada by the amount finally determined by a court of competent jurisdiction to be the Contractor's portion of the damages to the third party. However, despite Subarticle (i), with respect to special, indirect, and consequential damages of third parties covered by this Section, the Contractor is only liable for reimbursing Canada for the Contractor's portion of those damages that Canada is required by a court to pay to a third party as a result of joint and several liability that relate to the infringement of a third party's intellectual property rights; physical injury of a third party, including death; damages affecting a third party's real or tangible personal property; liens or encumbrances on any portion of the Work; or breach of confidentiality.
- (iii) The Parties are only liable to one another for damages to third parties to the extent described in this Sub-article (c).

19. Professional Services - General

- (a) The Contractor must provide professional services on request as specified in this Contract. All resources provided by the Contractor must meet the qualifications described in the Contract (including those relating to previous experience, professional designation, education, language proficiency and security clearance) and must be competent to provide the required services by any delivery dates described in the Contract.
- (b) If the Contractor fails to deliver any deliverable (excluding delivery of a specific individual) or complete any task described in the Contract on time, in addition to any other rights or remedies available to Canada under the Contract or the law, Canada may notify the Contractor of the deficiency, in which case the Contractor must submit a written plan to the Project Authority within ten working days detailing the actions that the Contractor will undertake to remedy the deficiency. The Contractor must prepare and implement the plan at its own expense.
- (c) In General Conditions 2035, the Article titled "Replacement of Specific Individuals" is deleted and the following applies instead:

Replacement of Specific Individuals

- (i) If the Contractor is unable to provide the services of any specific individual identified in the Contract to perform the services, the Contractor must within five working days of having this knowledge, the individual's departure or failure to commence Work (or, if Canada has requested the replacement, within ten working days of Canada's notice of the requirement for a replacement) provide to the Contracting Authority:
 - (A) the name, qualifications and experience of a proposed replacement immediately available for Work; and
 - (B) security information on the proposed replacement as specified by Canada, if applicable.

The replacement must have qualifications and experience that meet or exceed those obtained for the original resource.

- (ii) Subject to an Excusable Delay, where Canada becomes aware that a specific individual identified under the Contract to provide services has not been provided or is not performing, the Contracting Authority may elect to:
 - (A) exercise Canada's rights or remedies under the Contract or at law, including terminating the Contract in whole or in part for default under the Article titled "Default of the Contractor", or
 - (B) assess the information provided under (c) (i) above or, if it has not yet been provided, require the Contractor to propose a replacement to be rated by the Project Authority. The replacement must have qualifications and experience that are similar or exceed those obtained for the original resource and be acceptable to Canada. Upon assessment of the replacement, Canada may accept the replacement, exercise the rights in (ii) (A) above, or require another replacement in accordance with this sub-article (c).

Where an Excusable Delay applies, Canada may require (c) (ii) (B) above instead of terminating under the "Excusable Delay" Article. An Excusable Delay does not include resource unavailability due to allocation of the resource to another Contract or project (including those for the Crown) being performed by the Contractor or any of its affiliates.

(iii) The Contractor must not, in any event, allow performance of the Work by unauthorized replacement persons. The Contracting Authority may order that an original or replacement resource stop performing the Work. In such a case, the Contractor must immediately comply with the order. The fact that the Contracting Authority does not order a resource to stop performing the Work does not relieve the Contractor from its responsibility to meet the requirements of the Contract.

Buyer ID: 629EL

(iv) The obligations in this article apply despite any changes that Canada may have made to the Client's operating environment.

20. Safeguarding Electronic Media

- (a) Before using them on Canada's equipment or sending them to Canada, the Contractor must use a regularly updated product to scan electronically all electronic media used to perform the Work for computer viruses and other coding intended to cause malfunctions. The Contractor must notify Canada if any electronic media used for the Work are found to contain computer viruses or other coding intended to cause malfunctions.
- (b) If magnetically recorded information or documentation is damaged or lost while in the Contractor's care or at any time before it is delivered to Canada in accordance with the Contract, including accidental erasure, the Contractor must immediately replace it at its own expense.

21. Representations and Warranties

The Contractor made statements regarding its own and its proposed resources' experience and expertise in its bid that resulted in the award of the Contract and the issuance of TA's. The Contractor represents and warrants that all those statements are true and acknowledges that Canada relied on those statements in awarding the Contract and adding work to it through TA's. The Contractor also represents and warrants that it has, and all its resources and subcontractors that perform the Work have, and at all times during the Contract Period they will have and maintain, the skills, qualifications, expertise and experience necessary to perform and manage the Work in accordance with the Contract, and that the Contractor (and any resources or subcontractors it uses) has previously performed similar services for other customers.

22. Dispute Resolution

- (a) The parties agree to maintain open and honest communication about the Work throughout and after the performance of the contract.
- (b) The parties agree to consult and co-operate with each other in the furtherance of the contract and promptly notify the other party or parties and attempt to resolve problems or differences that may arise.
- (c) If the parties cannot resolve a dispute through consultation and cooperation, the parties agree to consult a neutral third party offering alternative dispute resolution services to attempt to address the dispute.
- (d) Options of alternative dispute resolution services can be found on Canada's Buy and Sell website under the heading "<u>Dispute Resolution</u>".

23. Identification Protocol Responsibilities

The Contractor will be responsible for ensuring that each of its agents, representatives or subcontractors (hereinafter referred to as Contractor Representatives) complies with the following self-identification requirements:

- (e) Contractor Representatives who attend a Government of Canada meeting (whether internal or external to Canada's offices) must identify themselves as Contractor Representatives prior to the commencement of the meeting, to ensure that each meeting participant is aware of the fact that the individual is not an employee of the Government of Canada;
- (f) During the performance of any Work at a Government of Canada site, each Contractor Representative must be clearly identified at all times as being a Contractor Representative; and
- (g) If a Contractor Representative requires the use of the Government of Canada's e-mail system in the performance of the Work, then the individual must clearly identify him or herself as an agent or subcontractor of the Contractor in all electronic mail in the signature block as well as under

Buyer ID: 629EL

- "Properties." This identification protocol must also be used in all other correspondence, communication, and documentation.
- (h) If Canada determines that the Contractor is in breach of any obligation stated in this Article, upon written notice from Canada the Contractor must submit a written action plan describing corrective measures it will implement to eliminate the recurrence of the problem. The Contractor will have five working days to deliver the action plan to the Client and the Contracting Authority, and twenty working days to rectify the underlying problem.
- (i) In addition to any other rights it has under the Contract, Canada may terminate the Contract for default if the corrective measures required of the Contractor described above are not met.

Buyer ID: 629EL

ANNEX A

STATEMENT OF WORK

1. OBJECTIVE:

The IT Integration Division requires the services of Technology Architects, Level 3 and Project Managers Level 3 on an "as and when requested basis", to work on a number of critical and complex infrastructure projects (sometimes referred to as "Releases") within the following context:

- Large number of stakeholders, including but not limited to business clients, application development, data management, configuration support, change and release management, security;
- Significant number of partners and vendors providing infrastructure services in particular Shared Services Canada (SSC), the Canada Revenue Agency (CRA) and IBM;
- Complex technical landscape requiring skillsets associated with a variety of operating systems and platforms;
- High criticality, high visibility, politically-sensitive or National security related, time-driven projects;
- High availability service levels requiring experience in critical flow segregation and
 optimization, single point of failure (SPOF) elimination, redundancy and automated
 failover, fault tolerance (including temporary redirects to alternate flows) and self-healing
 (including temporary use of façades), design and preparation of harnesses and testbeds for end-to-end testing of critical flows, and non-disruptive infrastructure currency
 ever-greening cycles;
- Disaster recovery models achieved through active-configurations across geographical locations or requiring flip to alternate infrastructure within 0-4 hours (Recovery Time Objective) and no loss of data except for in-flight uncommitted transactions (Recovery Point Objective);
- Key external partner interfaces (private sector/governmental/international);
- Large number of testing environments/labs to be synchronized and retrofitted, with consistent and repeatable promotion of a full technology design from one lab to another;
- Yearly cyclic exercises to ensure infrastructure currency and vendor support for a large number of software packages and upgrading technology solutions from one version of a product to another; and
- Constantly evolving technological baseline from one platform to another e.g. from z/OS to RHEL.

2. BACKGROUND:

Canada Border Services Agency (CBSA) is responsible for providing integrated services supporting national security and public safety priorities while facilitating the free flow of people and goods. CBSA manages this priority through its design, development, implementation and ongoing support of IM/IT tools and systems at the Agency, while maintaining the integrity and availability of all technology infrastructures and applications.

The IT Integration Division is responsible for:

- Managing infrastructure complexity by continuously exposing the point-in-time configuration for the evolving hardware, software and business systems landscape;
- Driving infrastructure designs for line-of-business projects which meet both functional and non-functional requirements (resiliency, performance, capacity planning, security);
- Producing infrastructure specifications and procedures which can be implemented, reused, supported and maintained within the Agency; and
- Ensuring vendor support through implementation of a yearly infrastructure currency cycle for all technologies underpinning the systems.

The IT Integration Division is tasked with working concurrently on dozens of Projects/Releases per year that repeatedly require them to meet the above listed responsibilities. The resources sought do not work solely on one project but rather on a series of projects that require a specific skill set. These projects are a mix of functional line-of-business system designs and technical uplifts required to ensure service-level compliance and vendor support for the technologies in the complex CBSA landscape (internal and external ecosystems).

3. SCOPE OF THE WORK

The Contractor must provide IM/IT professional services on an as and when required basis in the National Capital Region (NCR) as initiated through Task Authorizations. Projects may be in any of the following stages: inception, identification, in the midst of work, or delivery.

The following categories will be required:

TBIPS ID	Resource Category	Level of Expertise
I.11	Technology Architect (Systems Engineer)	Level 3
I.11	Technology Architect (Capacity Management)	Level 3
I.11	Technology Architect (2 Factor Authentication)	Level 3
I.11	Technology Architect (Legacy Systems)	Level 3
I.11	Technology Architect (Development Centre Specialist)	Level 3
P.9	Project Manager	Level 3

4. TASKS

Tasks will include, but are not limited to the following:

I.11 – Technology Architect – Systems Engineer (Level 3)

- Identify the policies and requirements that drive out a particular solution;
- Analyze and evaluate options for infrastructure solutions aimed at solving a business problem;
- Ensure the integration of all aspects of technology solutions;
- Develop technology-specific standards, frameworks and strategies, in alignment with enterprise standards (e.g. backwards-compatibility, re-use);
- Make recommendations for nomenclature standards improvements:
- Provide impact analysis, direction and designs for integrating emerging technologies;
- Recommend improvements, tuning and optimizations with respect to security, resilience and performance;
- Identify infrastructure risks, such as single points of failures, and make appropriate mitigation recommendations;
- Follow and evolve engineering best practices related to load balancing and transactional integrity, capacity management (CPU, memory, storage, network bandwidth), security policy compliance (e.g. ITSG-22 zoning, authentication and authorization), availability (e.g. redundancy and failover, outage masking), and disaster recovery;
- Determine cross-platform interoperability requirements and risks (e.g. Websphere Application Server on z/OS mainframe calling services in an Oracle WebLogic container on RHEL);
- Assess the impact of infrastructure change based on ever-greening of Line-of-business (LoB) COTS and their underpinning technologies (note: often requires preparation of a compatibility matrix), including initial release note analysis followed by hands-on certification;
- Develop implementation strategies, including documenting repeatable sets of sequenced tasks aimed at aligning code, data (schema changes, data conversion and data seeding) and infrastructure during lab preparation;
- Develop testing strategies, test bed design, and test harnesses, including implementation of profiling constructs for measurement (e.g. Introscope Wily) as well as load-mimicking drivers/scripts (e.g. Apache JMeter);
- Provide subject matter expertise towards root cause analysis and resolution of incident and problem reports; and
- Provide technical support and expertise to individuals or to groups, either orally or in writing.

<u>I.11 – Technology Architect – Capacity Management (Level 3)</u>

- Implement the policies and requirements that drive out a particular solution;
- Implement options for infrastructure solutions aimed at solving a business problem;
- Ensure the integration of all aspects of technology solutions;
- Make recommendations for nomenclature standards improvements;
- Provide impact analysis, direction and designs for integrating emerging technologies;
- Recommend improvements, tuning and optimizations with respect to security, resilience and performance;

Buyer ID: 629EL

- Identify infrastructure risks, such as single points of failures, and make appropriate mitigation recommendations;
- Execute engineering best practices related to load balancing and transactional integrity, capacity management (CPU, memory, storage, network bandwidth), security policy compliance (e.g. ITSG-22 zoning, authentication and authorization), availability (e.g. redundancy and failover, outage masking), and disaster recovery;
- Determine cross-platform interoperability requirements and risks (e.g. Websphere Application Server on z/OS mainframe calling services in an Oracle WebLogic container on RHEL);
- Assess the impact of infrastructure change based on ever-greening of LoB COTS and their underpinning technologies (note: often requires preparation of a compatibility matrix), including initial release note analysis followed by hands-on certification;
- Execute implementation strategies, including documenting repeatable sets of sequenced tasks aimed at aligning code, data (schema changes, data conversion and data seeding) and infrastructure during lab preparation;
- Execute testing strategies, test bed design, and test harnesses, including implementation of profiling constructs for measurement (e.g. Introscope Wily) as well as load-mimicking drivers/scripts (e.g. Apache JMeter);
- Provide subject matter expertise towards root cause analysis and resolution of incident and problem reports; and
- Provide technical support and expertise to individuals or to groups, either orally or in writing.

<u>I.11 – Technology Architect – 2 Factor Authentication (Level 3)</u>

- Implement the policies and requirements that drive out a particular solution;
- Implement options for infrastructure solutions aimed at solving a business problem;
- Ensure the integration of all aspects of technology solutions;
- Implement technology-specific standards, frameworks and strategies, in alignment with enterprise standards (e.g. backwards-compatibility, re-use);
- Make recommendations for nomenclature standards improvements;
- Provide impact analysis, direction and designs for integrating emerging technologies;
- Recommend improvements, tuning and optimizations with respect to security, resilience and performance:
- Identify infrastructure risks, such as single points of failures, and make appropriate mitigation recommendations;
- Follow and evolve engineering best practices related to load balancing and transactional integrity, capacity management (CPU, memory, storage, network bandwidth), security policy compliance (e.g. ITSG-22 zoning, authentication and authorization), availability (e.g. redundancy and failover, outage masking), and disaster recovery;
- Determine cross-platform interoperability requirements and risks (e.g. Websphere Application Server on z/OS mainframe calling services in an Oracle WebLogic container on RHEL);
- Assess the impact of infrastructure change based on ever-greening of LoB COTS and their underpinning technologies (note: often requires preparation of a compatibility matrix), including initial release note analysis followed by hands-on certification;
- Execute implementation strategies, including documenting repeatable sets of sequenced tasks aimed at aligning code, data (schema changes, data conversion and data seeding) and infrastructure during lab preparation;

- Execute testing strategies, test bed design, and test harnesses, including implementation of profiling constructs for measurement (e.g. Introscope Wily) as well as load-mimicking drivers/scripts (e.g. Apache JMeter);
- Provide subject matter expertise towards root cause analysis and resolution of incident and problem reports; and
- Provide technical support and expertise to individuals or to groups, either orally or in writing.

I.11 – Technology Architect – Legacy Systems (Level 3)

- Implement the policies and requirements that drive out a particular solution;
- Implement options for infrastructure solutions aimed at solving a business problem;
- Ensure the integration of all aspects of technology solutions;
- Provide impact analysis, direction and designs for integrating emerging technologies:
- Recommend improvements, tuning and optimizations with respect to security, resilience and performance;
- Identify infrastructure risks, such as single points of failures, and make appropriate mitigation recommendations;
- Follow and evolve engineering best practices related to load balancing and transactional
 integrity, capacity management (CPU, memory, storage, network bandwidth), security policy
 compliance (e.g. ITSG-22 zoning, authentication and authorization), availability (e.g.
 redundancy and failover, outage masking), and disaster recovery;
- Determine cross-platform interoperability requirements and risks (e.g. Websphere Application Server on z/OS mainframe calling services in an Oracle WebLogic container on RHEL);
- Assess the impact of infrastructure change based on ever-greening of LoB COTS and their underpinning technologies (note: often requires preparation of a compatibility matrix), including initial release note analysis followed by hands-on certification:
- Implement testing strategies, test bed design, and test harnesses, including implementation
 of profiling constructs for measurement (e.g. Introscope Wily) as well as load-mimicking
 drivers/scripts (e.g. Apache JMeter);
- Provide subject matter expertise towards root cause analysis and resolution of incident and problem reports; and
- Provide technical support and expertise to individuals or to groups, either orally or in writing.

I.11 – Technology Architect – Development Centre (Level 3)

- Develop technical architectures, frameworks and strategies, either for the CBSA, the CBSA developer community, or for a major CBSA application area, to meet the business and application requirements;
- Identify the policies and requirements that drive out a particular solution;
- Analyze and evaluate alternative technology solutions to meet business problems;
- Ensures the integration of all aspects of technology solutions;
- Monitor industry trends to ensure that solutions fit with government and industry directions for technology;
- Provide information, direction and support for emerging technologies;
- Perform impact analysis of technology changes:

- Provide support to applications and technical support teams in the proper application of existing infrastructure;
- Review application and program design or technical infrastructure design to ensure adherence to standards and to recommend performance improvements;
- Identify low-level common components and their dependencies to map their evolution for decoupling and maximum re-use, including: Constructs, key mechanisms, models, frameworks, and Portability – avoiding vendor-specific (proprietary) features;
- Design, develop, test and deploy methods (scripts, etc.) to automate the creation and testing of the code base to increase stability, efficiency and quality control;
- Provide chairing and facilitation for various technical working groups; and
- Provide training and knowledge transfer sessions to employees.

P.9 – Project Manager (Level 3)

- Manage the project during the development, implementation and operations start-up by
 ensuring that resources are made available and that the project is developed and is fully
 operational within previously agreed time, cost and performance parameters;
- Formulate statements of problems; establish procedures for the development and implementation of significant, new or modified project elements to solve these problems, and obtain approval thereof;
- Define and document the objectives for the project; determine budgetary requirements, the composition, roles and responsibilities and terms of reference for the project team;
- Report progress of the project on an ongoing basis and at scheduled points in the life cycle;
- Meet in conference with stakeholders and other project managers and state problems in a form capable of being solved;
- Prepare plans, charts, tables and diagrams to assist in analyzing or displaying problems;
- Work with a variety of project management tools;
- Facilitate project sign-off;
- Lead business requirements and modeling workshop facilitation sessions with internal and external stakeholders:
- Develop standardized tools, templates and methods for the constant training and provisioning of guidance of CBSA junior staff who are working on projects, which includes transfer of knowledge.

5. DELIVERABLES - ALL CATEGORIES

The Technical documentation must be created by the contactor by using Microsoft Word, Excel, PowerPoint, Project and Visio, with templates provided by the CBSA, unless otherwise directed by the Technical Authority. The Contractor must provide the following deliverables and any other deliverables specified in the task authorization issued, which can include but are not limited to:

- System requirements specification:
- Release-driven architecture and design specification (component index, bill of materials, and wiring diagram);
- Sizing questionnaire and capacity management plan;
- Infrastructure currency technical release proposal;

- Implementation strategy and deployment model;
- Proof-of-concept report and exit documentation;
- Infrastructure acceptance test cases, test plan, and test report;
- Performance acceptance test cases, test plan, and test report;
- Risk and issue tracking and mitigation log;
- Incident or problem report;
- Change or service request;
- Standard and best practice;
- Architectural variance request; and
- Technical briefing and presentation.

Organizational/Coordination Documents:

- Meeting agenda;
- Meeting minutes or meeting synopses; and
- Facilitation notes for technical or project meetings.

• Research & Development Deliverables:

- Stakeholder consultation, including meeting preparation and facilitation;
- Document review (e.g. reference architectures, system use cases, vendor technology roadmaps);
- Test drivers, scripts and harnesses; and
- Training, mentoring and knowledge-transfer to employees

6. TECHNICAL ENVIRONMENT

The scope of the infrastructure in use at the CBSA includes seven (7) distinct domains:

- Hardware and operating systems: laaS provisioning through SSC and/or Cloud providers;
- Platform or middleware COTS (commercial off the shelf) services which are part of the standard national computing environment and provide foundational services, such as networking, monitoring, messaging and security;
- Line-of-business (LoB) COTS (commercial off the shelf) are software products which are integrated within an application to deliver business processes as opposed to COTS which are part of the actual computing platform;
- DBMS, data repositories and storage area networks;
- Integrated application-specific stacks based on programming language, supporting technologies and non-functional specifications (e.g. IBM Websphere Application Server for JAVA or IBM CICS for COBOL);
- Business solutions, which may include specialized peripherals, and further extends to integrated development environments (including programming tools, version control, packaging and deployment, profiling and debugging, test scripting); and
- Robust disaster recovery model requiring experience including but not limited to hardware-mirrored SAN storage, IBM GDPS, IBM HyperSWAP, and IBM HADR.

Detailed Specialization

- IBM Websphere Application Server;
- Connectivity models (e.g. IPSec VPN, FTP, HTTPS);

- JAVA application flows (e.g. SOAP/REST calls);
- IBM Websphere MQ; and
- Security software (e.g. Computer Associates SiteMinder)
- Concurrent Application and Technology Release model with a minimum of three (3) phases.
- Connectivity models (e.g. IPSec VPN, FTP, HTTPS);
- JAVA application flows (e.g. SOAP/REST calls);
- Security software (e.g. Computer Associates SiteMinder).

CBSA High Level Technical Landscape

• Mainframe z/OS with the following tier-1 products:

- o IBM Websphere Application Server;
- o IBM Websphere MQ;
- o IBM CICS Transaction Gateway:
- o CA ACF2; and
- o IBM DB2.

• UNIX/RHEL with the following tier-1 products:

- Oracle WebLogic Application Server;
- Apache Web Servers;
- SiteMinder Security Suite;
- o IBM Websphere MQ; and
- o IBM DB2 LUW.

• MS Windows with the following tier-1 products:

- Microsoft Windows desktop o/s, office automation, development and productivity tools:
- Microsoft Windows Server on x.86 hardware;
- o IBM Websphere MQ;
- o Active Directory; and
- o IBM DB2 LUW, Sybase, MS SQL Server.

CBSA Release Model

The CBSA maintains a significant number of specialized labs tailored to meet specific testing objectives in the STAR (Synchronous Technology & Application Release) model. They include:

- Exploration sandboxes or research environments;
- Development or construction environments;
- Transition, staging or testing environments; and
- Production/Production Support environments.

7. CONSTRAINTS

The Contractor must:

• Comply with the CBSA Internal security policies, directives, standards and guidelines at all times during the Contract;

- Comply with the CBSA Code of Conduct;
- Not remove any Protected information/data from the CBSA premises without the proper approval of the Technical Authority, this includes USB keys, external drives and other media.

8. METHOD AND SOURCE OF ACCEPTANCE:

All services rendered under the Contract are subject to inspection by the Technical Authority.

9. LANGUAGE:

The work will be performed and delivered in English.

10. REPORTING REQUIREMENTS:

Each resource must submit a weekly status report in MS Word to the Technical Authority outlining what work was undertaken during the reporting period, what work is still outstanding, and any issues or concerns that the resource wants to identify to the attention of the Technical Authority. The status reports must also be supported by a monthly detailed time sheet mapped to deliverables, using standard template.

11. LOCATION OF WORK:

The work will be performed on CBSA premises located at 333 North River Road, Ottawa, Ontario, K1A 0L8 or an alternative CBSA location in the National Capital Region.

During the Covid-19 pandemic period, off site work and hours of work will be subject to CBSA and government wide direction. The intent is for the majority of the work to be performed on site at CBSA offices located in the National Capital Region while remote access may be permitted or required at the manager's discretion. Each Task Authorization will identify the work location(s). In the cases where the work is performed remotely, the resource(s) must be available for teleconference

12. WORKING HOURS:

Normal working hours will be from 08:00 to 18:00 Monday through Friday where the Contractor's resources will be expected to work 7.5 hours each day between those hours. A day is defined as 7.5 hours exclusive of meal breaks.

13. CLIENT SUPPORT:

CBSA will provide the resources with:

- Security access to the building;
- Workstation and network access; and

Contract Number: 47419-211212/002/EL

Amendment Number:

Buyer ID: 629EL

Access to relevant project documentation.

14. ACCESSIBILITY:

CBSA's on-site work location offers barrier-free access to, and use of, its facilities, including building entrances, elevators, washrooms, and signage.

CBSA's standards for internal and external facing applications maintain adherence to WCGAC Standards [i.e. Web Content Accessibility Guidelines developed by the World Wide Web Consortium (W3C)] "

APPENDIX A TO ANNEX A

TASKING ASSESSMENT PROCEDURE

- 1. Where a requirement for a specific task is identified, a draft Task Authorization Form (TA Form) as attached at Appendix B to Annex A will be provided to the Contractor in accordance with the allocation methodology stated in the Contract Article titled "Allocation of Task Authorizations". Once a draft TA Form is received, the Contractor must submit to the Project Authority a quotation of rates to supply the requested Resource Categories based on the information identified in the TA Form, as well as its corresponding proposed resource(s). The quotation must be signed and submitted to Canada within the time for response identified in the TA Form. The Contractor will be given a minimum of 2 working days (or any longer time period specified in the draft TA) turnaround time to submit a quotation.
- With each quotation the Contractor must propose the required number of resources and for each proposed resource the Contractor must supply a résumé, the requested security clearance information and must complete the Response Tables at Appendix C of Annex A applicable to the Resource Categories identified in the draft TA. The same individual must not be proposed for more than one Resource Category. The résumés must demonstrate that each proposed individual meets the qualification requirements described (including any educational requirements, work experience requirements, and professional designation or membership requirements). With respect to the proposed resources:
 - (i) Proposed resources may be employees of the Contractor or employees of a subcontractor, or these individuals may be independent contractors to whom the Contractor would subcontract a portion of the Work. (Refer to Appendix D to Annex A, Certifications).
 - (ii) For educational requirements for a particular degree, designation or certificate, Canada will only consider educational programmes that were successfully completed by the resource before the date the draft TA was first issued to the Contractor.
 - (iii) For requirements relating to professional designation or membership, the resource must have the required designation or membership by the time of draft TA issuance and must continue, where applicable, to be a member in good standing of the profession or membership throughout the assessment period and Contract Period. Where the designation or membership must be demonstrated through a certification, diploma or degree, such document must be current, valid and issued by the entity specified in this Contract or if the entity is not specified, the issuer must have been an accredited or otherwise recognized body, institution or entity at the time the document was issued.
 - (iv) For work experience, Canada will not consider experience gained as part of an educational programme, except for experience gained through a formal co-operative programme at a post-secondary institution.
 - (v) For any requirements that specify a particular time period (e.g., 2 years) of work experience, Canada will disregard any information about experience if the résumé does not include the relevant dates (month and year) for the experience claimed (i.e., the start date and end date). Canada will evaluate only the duration that the resource actually worked on a project or projects (from his or her start date to end date), instead of the overall start and end date of a project or a combination of projects in which a resource has participated.
 - (vi) A résumé must not simply indicate the title of the individual's position, but must demonstrate that the resource has the required work experience by explaining the responsibilities and work performed by the individual while in that position. Only listing experience without providing any supporting data to describe responsibilities, duties and relevance to the requirement, or reusing the same wording as the TA Form, will not be considered "demonstrated" for the purposes of the assessment. The Contractor should

provide complete details as to where, when, month and year, and how, through which activities/responsibilities, the stated qualifications / experience were obtained. In situations in which a proposed resource worked at the same time on more than one project, the duration of any overlapping time period will be counted only once toward any requirements that relate to the individual's length of experience.

- 3. The qualifications and experience of the proposed resources will be assessed against the requirements set out in Appendix C to Annex A to determine each proposed resource's compliance with the mandatory and rated criteria. Canada may request proof of successful completion of formal training, as well as reference information. Canada may conduct reference checks to verify the accuracy of the information provided. If reference checks are done, they will be conducted in writing by e-mail (unless the contact at the reference is only available by telephone). Canada will not assess any points or consider a mandatory criterion met unless the response is received within 5 working days. On the third working day after sending out the emails, if Canada has not received a response, Canada will notify the Contractor by e-mail, to allow the Contractor to contact its reference directly to ensure that it responds to Canada within 5 working days. Wherever information provided by a reference differs from the information supplied by the Contractor, the information supplied by the reference will be the information assessed. Points will not be allocated or a mandatory criteria considered as met if the reference customer is not a customer of the Contractor itself (for example, the customer cannot be the customer of an affiliate of the Contractor). Nor will points be allocated or a mandatory criteria considered as met if the customer is itself an affiliate or other entity that does not deal at arm's length with the Contractor. Crown references will be accepted.
- 4. During the assessment of the resources proposed, should the references for two or more resources required under that TA either be unavailable or fail to substantiate the required qualifications of the proposed resources to perform the required services, the Contractor's quotation may be found to be non-responsive.
- Only quotations that meet all of the mandatory criteria will be considered for assessment of the point rated criteria. Each resource proposed must attain the required minimum score for the point rated criteria for the applicable Resource Category. If the minimum score for any proposed resource is less than what is required, the Contractor's quotation will be found to be non-responsive.
- 6. Once the quotation has been accepted by the Project Authority, the TA Form will be signed by Canada and provided to the Contractor for signature. The TA Form must be appropriately signed by Canada prior to commencement of any work. The Contractor must not commence work until a validly issued TA Form (the Task Authorization) has been received, and any work performed in its absence is done at the Contractor's own risk.

Amendment Number:

Buyer ID: 629EL

APPENDIX B TO ANNEX A TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

A. General Information / Informations généra					
	les		······		
Contract Number / Numěro du contrat :					
Contractor Name / Nom du Contracteur :					
Task Authorization (TA) No. № de l'autorisation de tâches (AT) :	Commitment No. N° de l'engagement :	Financial Coding Date of Issuance Code financier: Date d'émission:			Response required by Réponse requise d'ici le :
B. For Amendments Only / Aux fins de modif	ication coulomont	-		•	***************************************
D. POT Americanierits Omy / Aux mis de modifi Americanierit No. / Nº de la modification ;	ication Sedienient				
Reason for the Amendment / Raison pour la modificati	on:				
C. TA Requirements / Exigences relatives à l'	*AT				
Required Resource(s) / Ressource(s) requise(s)					
Category and Level Categorie et Niveau		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)		: Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis
					.
	Énoncé des travaux (táches, livr	ables, rapports, etc.)			
See attached / Voir pièce jointe	Énoncé des travaux (tâches, livn	ables, rapports, etc.)			
See attached / Voir pièce jointe Period of Services / Période de service:	Énoncé des travaux (táches, livri	ables, rapports, etc.)	Initial End Date	/ Date de fin initiale	
See attached / Voir pièce jointe Period of Services / Période de service: Initial Start Date / Date de début initiale :		1		/ Date de fin initiale :	
See attached / Voir pièce jointe Period of Services / Période de service: Initial Start Date / Date de début initiale : Extented End Date (See Reason for the Amendment)	/ Date de fin prolongée (voir Rais	1		/ Date de fin initiale :	
See attached / Voir pièce jointe Períod of Services / Période de service: Initial Start Date / Date de début initiale : Extented End Date (See Reason for the Amendment). Option To Extend Initial End Date / Option pour p	/ Date de fin prolongée (voir Rais rolonger la date de fin initiale	1			
See attached / Voir pièce jointe Period of Services / Période de service: Initial Start Date / Date de début initiale : Extented End Date (See Reason for the Amendment)	/ Date de fin prolongée (voir Rais rolonger la date de fin initiale	1		atus / Status	
See attached / Voir pièce jointe Period of Services / Période de service: Initial Start Date / Date de début initiale : Extented End Date (See Reason for the Amendment). Option To Extend Initial End Date / Option pour p	/ Date de fin prolongée (voir Rais rolonger la date de fin initiale	1			
	/ Date de fin prolongée (voir Rais rolonger la date de fin initiale	1		atus / Status	

Amendment Number:

Buyer ID: 629EL

Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / N° du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
					\$0.00
					\$0.00
			Estimat	ed Cost / Coût estimatif	\$0.00
	Total Estimate	d Travel and Living Co	et / Coût total estim	afif de voyage et de vie	\$0.00
		To	xtal Estimated Cos	it / Coût total estimatif	\$ 0.00
Check applicable Basis of Pay Cocher la Base de Palement app		Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANADA / PA	ARTIE 3 - APPROBATIOI	N DE L'AT PAR LI	E CANADA		
By signing this TA, the authorized client authority and/or the PW certify(les) that the content of this TA is in accordance with the c		En apposant sa signature que le contenu de certe A			tante de TPSGC atteste(nt)
The client's authorization limit is \$900,000. When the value of a Applicable Taxes) is in excess of this limit, the TA must be sign forwarded to the PWGSC Contracting Authority for authorization	ed by the authorized client and		ables) dépasse cette :	orsque la valeur de l'AT et limite, l'AT doit être signée ; our autorisation	
Name of Authorized Client / Nom du client autorisé	D309	Name of Contracting Aut	honty / Nom de l'autor	ité contractante	Date
Signature		Sgrature			
Name of the representative from the SPD of CBSA / Nom d'un représentant de la DAS de l'ASFC	Cate				
Signature					
PART 4 - CONTRACTOR SIGNATURE / PA	ARTIE 4 - SIGNATURE D	U CONTRACTEU	R		
Name and Title of individual authorized to sign on behalf of the l Nom et titre Signature de la personne autorisée à signer au nor		Signature			Date

Contract Number: 47419-211212/002/EL

Amendment Number:

Buyer ID: 629EL

APPENDIX C TO ANNEX A RESOURCES ASSESSMENT CRITERIA AND RESPONSE TABLE (SEE ATTACHED DOCUMENT)

Amendment Number:

Buyer ID: 629EL

APPENDIX D TO ANNEX A CERTIFICATIONS AT THE TA STAGE

The following Certifications are to be used, as applicable. If they apply, they must be signed and attached to the Contractor's quotation when it is submitted to Canada.

1.	CERTIFICATION OF EDUCATION AND EXPER	RIENCE	
propose achieve Further	entractor certifies that all the information provided in ed for completing the subject work, particularly the ements, experience and work history, has been ver more, the Contractor warrants that every individual ble of performing the Work described in the Task	e information pertaining to education, erified by the Contractor to be true and accura al proposed by the Contractor for the require	
Print na	ame of authorized individual & sign above	 Date	
2.	CERTIFICATION OF AVAILABILITY OF PERSO	DNNEL	
the personate	entractor certifies that, should it be authorized to pusons proposed in the quotation will be available to able time from the date of issuance of the valid Ta Form, and will remain available to perform the wo	o commence performance of the work within a ask Authorization, or within the time specified	a I in
Print na	ame of authorized individual & sign above	 Date	
3.	CERTIFICATION OF STATUS OF PERSONNEL	-	
certifies perform the Cor by the i	ontractor has proposed any individual who is not is that it has permission from that individual to proper and under this TA and to submit his/her résumé to tractor must, upon request from the Contracting Andividual, of the permission that was given to the with the request may result in a default under the ons.	pose his/her services in relation to the Work to Canada. At any time during the Contract Pe Authority, provide the written confirmation, sig Contractor of his/her availability. Failure to	to be eriod
Print na	ame of authorized individual & sign above	 Date	

4. CERTIFICATION OF LANGUAGE - English

CBSA - Released under the Access to Information Act.

ASEC - Dissination on verturing to be our Earning & Before

ıyer ID:
629EL
s/are
nglish

Date

Print name of authorized individual & sign above

Buyer ID: 629EL

ANNEX B BASIS OF PAYMENT

INITIAL CONTRACT PERIOD:

Initial Contract Period (1 year)		
(Date of Contract award to)		
Resource Category	Level of Expertise	Firm Per Diem Rate
I.11 Technology Architect (Systems Engineer)	Level 3	
I.11 Technology Architect (Capacity Management)	Level 3	
I.11 Technology Architect (2 Factor Authentication)	Level 3	
I.11 Technology Architect (Legacy Systems)	Level 3	
I.11 Technology Architect (Development Centre Specialist)	Level 3	
P.9 Project Manager	Level 3	

OPTION PERIODS:

Option Period 1 (1 year)		
(Date of Contract award to)		
Resource Category	Level of Expertise	Firm Per Diem Rate
I.11 Technology Architect (Systems Engineer)	Level 3	
I.11 Technology Architect (Capacity Management)	Level 3	
I.11 Technology Architect (2 Factor Authentication)	Level 3	
I.11 Technology Architect (Legacy Systems)	Level 3	
I.11 Technology Architect (Development Centre Specialist)	Level 3	
P.9 Project Manager	Level 3	

Contract Number: 47419-211212/002/EL

Amendment Number:

Buyer ID: 629EL

Option Period 2 (1 year)	
(Date of Contract award to)
Dagayyaa	Cataman

(Dute of Contract award to)		
Resource Category	Level of Expertise	Firm Per Diem Rate
I.11 Technology Architect (Systems Engineer)	Level 3	•
I.11 Technology Architect (Capacity Management)	Level 3	
I.11 Technology Architect (2 Factor Authentication)	Level 3	
I.11 Technology Architect (Legacy Systems)	Level 3	
I.11 Technology Architect (Development Centre Specialist)	Level 3	
P.9 Project Manager	Level 3	

Option Period 3 (1 year)	
(Date of Contract award to	

(Date of Contract award to)		
Resource Category	Level of Expertise	Firm Per Diem Rate
I.11 Technology Architect (Systems Engineer)	Level 3	
I.11 Technology Architect (Capacity Management)	Level 3	
I.11 Technology Architect (2 Factor Authentication)	Level 3	
I.11 Technology Architect (Legacy Systems)	Level 3	
I.11 Technology Architect (Development Centre Specialist)	Level 3	
P.9 Project Manager	Level 3	

Option Period 4 (1 year)		
(Date of Contract award to)		
Resource Category	Level of Expertise	Firm Per Diem Rate
I.11 Technology Architect (Systems Engineer)	Level 3	
I.11 Technology Architect (Capacity Management)	Level 3	
I.11 Technology Architect (2 Factor Authentication)	Level 3	
I.11 Technology Architect (Legacy Systems)	Level 3	
I.11 Technology Architect (Development Centre Specialist)	Level 3	
P.9 Project Manager	Level 3	

Buyer ID: 629EL

ANNEX C

COMMON-PS-SRCL#34

Government of Canada Gouvernement du Canada

Contract Number / Numéro du contrat 1000351212	
Security Classification / Classification de sécurité UNCLASSIFIED	

SECURITY REQUIREMENTS CHECK LIST (SRCL)

LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)									
PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE									
 Originating Government Departmen Ministère ou organisme gouvernem 	it or Organization / Canada Border Services	2. Branch or Directorate / Direction Information, Science and Te	n générale ou Direction						
• •									
3. a) Subcontract Number / Numéro du	u contrat de sous-traitance 3. b) Name a	ind Address of Subcontractor / Nom et adress	se du sous-traitant						
4. Brief Description of Work / Brève de	escription du travail								
IT Professional Services for Technical Architects and Project Managers in support of the CBSA's business objectives									
11 From Social Services for Feelinear Architects and Froject Managers in Support of the Code 5 business objectives									
5. a) Will the supplier require access to	o Controlled Goods?		□ I No □ Yes						
Le fournisseur aura-t-il accès à d			Non Oui						
	o unclassified military technical data subject to the	ae provisions of the Technical Data Control	7 No T Yes						
Regulations?	o unoucounted matery toom one detail debyoot to te	to provisions of the Foundation with control	Non L Oui						
Le fournisseur aura-t-il accès à d	les données techniques militaires non classifiées	qui sont assujetties aux dispositions du Règ							
sur le contrôle des données techi									
Indicate the type of access required	d / Indiquer le type d'accès requis								
	es require access to PROTECTED and/or CLAS		No / Yes						
	loyés auront-ils accès à des renseignements ou	à des biens PROTÈGES et/ou CLASSIFIÈS'	? L Non 🛂 Oui						
(Specify the level of access using	g the chart in Question 7, c) ilisant le fableau qui se trouve à la question 7, c)								
	es (e.g. cleaners, maintenance personnel) requi		cess to 7 No 1 Yes						
	ED information or assets is permitted.	o double to routine double drope. The per	Non Oui						
	p. ex. nettoyeurs, personnel d'entretien) auront-i		accès						
	biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas :	autorisé.							
	alivery requirement with no overnight storage? Frie ou de livraison commerciale sans entreposa	on do quit?	No Yes						
7. a) Indicate the type of information the	hat the supplier will be required to access / Indiq	uer le type d'information auquel le fournisseu	r devra avoir accès						
Canada ✓	NATO / OTAN	Foreign / Ét	ranger						
7. b) Release restrictions / Restrictions	s relatives à la diffusion	··········	•						
No release restrictions	All NATO countries	No release restriction							
Aucune restriction relative	Tous les pays de l'OTAN	Aucune restriction rel	lative						
à la diffusion		à la diffusion							
Not releasable									
À ne pas diffuser									
		7							
Restricted to: / Limité à :	Restricted to: / Limité à :	Restricted to: / Limité	a:						
Specify country(ies): / Préciser le(s) p	pays : Specify country(ies): / Préciser	le(s) pays : Specify country(ies):	/ Préciser le(s) pays :						
7. c) Level of information / Niveau d'in	formation								
PROTECTED A T	NATO UNCLASSIFIED	PROTECTED A							
PROTÉGÉ A LJ	NATO NON CLASSIFIÉ	PROTÉGÉ A							
PROTECTED B	NATO RESTRICTED	PROTECTED B							
PROTÉGÉ B L	NATO DIFFUSION RESTREIN								
PROTECTED C	NATO CONFIDENTIAL	PROTECTED C							
PROTÉGÉ C L	NATO CONFIDENTIEL	PROTÈGÉ C							
CONFIDENTIAL	NATO SECRET	CONFIDENTIAL							
CONFIDENTIEL L	NATO SECRET COSMIC TOP SECRET	CONFIDENTIEL SECRET							
SECRET	COSMIC TOP SECRET	SECRET							
TOP SECRET	COOMIC TRES SECRET	TOP SECRET							
TRÊS SECRET		TRÈS SECRET							
TOP SECRET (SIGINT)		TOP SECRET (SIGIN	m E						

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité UNCLASSIFIED



Amendment Number:

Buyer ID: 629EL

Government of Canada Gouvernement du Canada

COMMON-PS-SRCL#34

Contract Number / Numéro du contrat 1000351212 Security Classification / Classification de sécurité UNCLASSIFIED

D1DT 1/	id/pagrie a /a-l						
8. Will the sup Le fournisse If Yes, indic	inued) / PARTIE A (suite) plier require access to PROTECTEC pur aura-t-il accès à des renseignement ate the level of sensitivity: native, indiquer le niveau de sensibili	ents ou à des biens COMSEC dé		SIFIÉS?	Ves Non Oui		
9. Will the sup	9. Will the supplier require access to extremely sensitive INFOSEC information or assets? Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? No Oui						
Document N	i) of material / Titre(s) abrégé(s) du r Number / Numéro du document :						
	SONNEL (SUPPLIER) / PARTIE B el security screening level required /						
	RELIABILITY STATUS COTE DE FIABILITÉ	CONFIDENTIAL CONFIDENTIAL	SECRET SECRET	TOP SECRI			
	TOP SECRET—SIGINT TRÈS SECRET — SIGINT	NATO CONFIDENTIAL NATO CONFIDENTIEL	NATO SECRET NATO SECRET		OP SECRET RÈS SECRET		
	SITE ACCESS ACCÉS AUX EMPLACEMENTS						
	Special comments: Commentaires spéciaux :						
NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided. REMARQUE: Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.							
Du pers	creened personnel be used for porti onnel sans autorisation sécuritaire p	ons of the work? eut-il se voir confier des parties d	***************************************		No Yes Non Oui		
Dans l'a	vill unscreened personnel be escorte ffirmative, le personnel en question :	sera-t-il escorté?			No Yes Non Oui		
	EGUARDS (SUPPLIER) / PARTIE (ON / ASSETS / RENSEIGNEME		(FOURNISSEUR)				
			Ole ("C)	2	C No C		
11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises? Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou							
CLASSIFIÉS? 11. b) Will the supplier be required to safeguard COMSEC information or assets? No Yes							
11. b) Will the supplier be required to safeguard COMSEC information or assets? Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC?							
PRODUCTIO	DN						
occur at Les insta	oroduction (manufacture, and/or repair the supplier's site or premises? allations du fournisseur serviront-elles ASSIFIÉ?	*			No Yes Oui		
INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)							
informat Le fourn	supplier be required to use its IT syster ion or data? isseur sera-t-il tenu d'utiliser ses propr iements ou des données PROTÉGÉS	es systèmes informatiques pour tra			No Yes Oui		
11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency? Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale?							

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité UNCLASSIFIED

Canadä

COMMON-PS-SRCL#34

of Canada

Government Gouvernement du Canada

Contract Number / Numéro du contrat 1000351212

Security Classification / Classification de sécurité UNCLASSIFIED

PART C - (continued) / PARTIE C - (suite)

For users completing the form **manually** use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions. Dans le cas des utilisateurs qui remplissent le formulaire **en ligne** (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif

Calegory Catégorie		TECT OTÉC			ASSIFIED .ASSIFIÉ			NATO						COMSEC		
	A	В	С	CONFIDENTIAL	Secret	Toe Secret	NATO RESTRICTED	NATO Confidential	NATO SECRET	COSMIC TOP		TECT		CONFIDENTIAL	SECRET	Top Secret
				CONFIDENTIEL		TRÉS SECRET	NATO DIFFUSION RESTREINTE	NATO CONFIDENTIEL		SECRET COSMIC TRES SECRET	À	8	Ç	CONFIDENTIEL		TRES SECRET
formation / Assets enseignements / Biens																1
reduction	3		<u> </u>		+			<u> </u>	+						+	-
Media /																
Link / en électronique																
2. a) Is the description										SIFIÉE?					✓ No Non	
If Yes, classif								a entitled "S reau de sécu				ée				

attachments (e.g. SECRET with Attachments).

Dans l'affirmative, classifier le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with

Security Classification / Classification de sécurité UNCLASSIFIED



Government of Canada

Gouvernement du Canada

COMMON-PS-SRCL#34

Contract Number / Numéro du contrat 1000351212

Security Classification / Classification de sécurité UNCLASSIFIED

PART D - AUTHORIZATION / PART	FIE D - AUTORISATIO	N				
13. Organization Project Authority / C	Chargé de projet de l'or	ganisme				Digitally signed by
Name (print) - Nom (en lettres moulé	es)	Title - Titre		Signature	NORMAN	NORMÁND DENIS
Normand Denis		Manager -	IT Engineering Section		D DENIS	Date: 2020.07.15 12:32:43 -04'00'
Telephone No N° de téléphone 343-291-6087	Facsimile No Nº de	télécopieur	E-mail address - Adresse cou Denis,Normand@cbsa-asfc.gc.ca	rriel	Date	
14. Organization Security Authority /	Responsable de la séc	urité de l'orgar	nisme			Digitally segment by MAHARAC MAVMA DN: Chea. Ongo, Outcome edito, OUTERASONNEL, ONTMAHARAC
Name (print) - Nom (en lettres moulé	es)	Title - Titre		1 ~	VI/~\I I/~\I \/~\	CURRERSONNEL ON-MAHARAS RANTA IN SERVALNUMBER = 2004176152545061 Roason Families author of this
Kavita Maharaj		Security	/ Advisor		J KAVITA	document Location Date 2020-97-15 98 28:32 Fore PhantomPDF Version, 9:4.1
Telephone No N° de téléphone	Facsimile No Nº de	télécopieur	E-mail address - Adresse cour	rriel	Date	
604-830-7764			Kavita.Maharaj@cbsa.gc.c	:a	2020-07-15	
15. Are there additional instructions (Des instructions supplémentaires				t-elles jointes	?	No Yes Non Oui
16. Procurement Officer / Agent d'ap	provisionnement			***************************************		
Name (print) - Nom (en lettres moulé	es)	Title - Titre		Signature	Dishahan	signed by: Morin, Sylvie
Sylvie Morin		Supply \$	Specialist	Morin	, Sylvie	= Morin, Sylvie C = CA O = = PWGSC-TPSGC 020.07.21 14:31.51 -04'00'
Telephone No N° de téléphone 613-859-0761	Facsimile No Nº de	télécopieur	E-mail address - Adresse cor sylvie.morin@tpsgc-pwgs		Date	
17. Contracting Security Authority / A	utorité contractante en	matière de sé	curité			
Name (print) - Nom (en lettres moulé	es)	Title - Titre		Signature		
				Saumur,	. Jacques 0 👯 🖧	signed by Soumer, Jacques B A. on GC, our PWGSC TPSGC, nar. Jacques 6 17.02.03: 13.24:47: 05'00'
Telephone No N° de téléphone	Facsimile No N° de	télécopieur	E-mail address - Adresse cor	urriel	Date	

Jacques Saumur

Contract Security Officer

Contracts Security Division|Division des contrats sécurité /

Contract Security Program[Programme de sécurité des contrats /

Public Services and Procurement Canada| Services publics et Approvisionnement Canada

Jacques.Saumur@tpsgc-pwgsc.gc.ca Telephone | Téléphone 613-948-1732 Facsimile | Télécopieur 613-948-1712

APPENDIX C TO ANNEX A (Revised) RESOURCES ASSESSMENT CRITERIA AND RESPONSE TABLE

To facilitate resource assessment, Contractors must prepare and submit a response to a draft Task Authorization (TA) using the tables provided in this Annex. When completing the resource grids, the specific information which demonstrates the requested criteria and reference to the page number of the résumé should be incorporated so that Canada can verify this information. The tables should not contain all the project information from the resume. Only the specific answer should be provided.

1.0 Mandatory Resource Assessment Criteria:

1.1 Resource Mandatory Requirements - Technology Architect (Systems Engineer) - Level 3

Criteria	Mandatory Requirement	Contractor's Response		
ID		Demonstrated Experience and Cross Reference to resume (Page #)	Met / Not Met	
M1	The Contractor must demonstrate that the proposed Resource has a minimum of five (5) years of experience within the last ten (10) years prior to the Draft TA issuance date, evolving business requirements or architectures into physical infrastructure implementation specifications for *medium to large projects.			
	*Medium to Large projects means projects with a development and release cycle exceeding five (5) months.			
M2	The Contractor must demonstrate that the proposed Resource has a minimum of two (2) years of experience within the last five (5) years prior to the Draft TA issuance date, researching <u>and</u> documenting existing system topology <u>and</u> componentry.			
M3	The Contractor must demonstrate that the proposed Resource has a minimum of five (5) years of experience within the last ten (10) years prior to the Draft TA issuance date, writing or			

Name o	lame of proposed Resource:				
	maintaining technical specifications documentation for hardware or software being integrated into a new or evolving infrastructure.				
M4	The Contractor must demonstrate that the proposed Resource has a minimum of five (5) years of experience, within the last seven (7) years prior to the Draft TA issuance date, supporting a z/OS based WebSphere environment involving multiple developments, transition and production support environments, each with its own databases and connectivity to legacy systems and external interfaces.				

1.2 Resource Mandatory Requirements - Technology Architects (Systems Integration Capacity Management) - Level 3

Criteria ID	Mandatory Requirement	Contractor's Response			
		Demonstrated Experience and Cross Reference to resume (Page #)	Met / Not Met		
M1	The Contractor must demonstrate that the proposed Resource has a minimum of five (5) years of experience within the last ten (10) years prior to the Draft TA issuance date, evolving business requirements or architectures into physical infrastructure implementation specifications for *medium to large projects. *Medium to Large projects means projects with a development and release cycle exceeding five (5) months.				
M2	The Contractor must demonstrate that the proposed Resource has a minimum of two (2) years of experience within the last five (5) years prior to the Draft TA issuance date, designing and implementing technologies associated with capacity management.				

M3	The Contractor must demonstrate that the proposed Resource	
	has a minimum of five (5) years of experience within the last ten	
	(10) years prior to the Draft TA issuance date, writing or	
	maintaining technical specifications documentation for	
	hardware or software being integrated into a new or evolving	
	infrastructure.	

1.3 Resource Mandatory Requirements - Technology Architect, Systems Integrators - Two-Factor Authentication Level 3

Criteria	Mandatory Requirement	Contractor's Response			
ID		Demonstrated Experience and Cross Reference to resume (Page #)	Met / Not Met		
M1	The Contractor must demonstrate that the proposed Resource has a minimum of three (3) years of experience within the last five (5) years prior to the Draft TA issuance date, engineering IT infrastructures required for line of business applications on Microsoft Terminal Services Platform (TSP) using Citrix extensions.				
M2	The Contractor must demonstrate that the proposed Resource has a minimum of three (3) years of experience within the last five (5) years prior to the Draft TA issuance date, engineering IT infrastructures required for two-factor authentication.				
M3	The Contractor must demonstrate that the proposed Resource has a minimum of three (3) years of experience within the last five (5) years prior to the Draft TA issuance date, impacting and testing all of the following types of IT infrastructure changes for line of business applications on Microsoft Terminal Services Platform (TSP) using Citrix extensions:				
	 Operating System; Security Patches; <u>and</u> Commercial-Off-The-Shelf (COTS) Software. 				

M4	The Contractor must demonstrate that the proposed Resource has a minimum of three (3) years of experience within the last five (5) years prior to the Draft TA issuance date, writing and	
	maintaining technical specifications documentation for hardware or software being integrated into a new or evolving Windows or Citrix infrastructures.	

1.4 Resource Mandatory Requirements - Technology Architects - Legacy Systems - Level 3

Criteria	Mandatory Requirement	Contractor's Response			
ID		Demonstrated Experience and Cross Reference to resume (Page #)	Met / Not Met		
M1	The Contractor must demonstrate that the proposed Resource has a minimum of five (5) years of experience within the last ten (10) years prior to the Draft TA issuance date, evolving nonfunctional business requirements into infrastructure specifications for medium to large projects* *medium to large projects, meaning projects with a development and release cycle exceeding five (5) months.				
M2	The Contractor must demonstrate that the proposed Resource has a minimum of two (2) years of experience within the last five (5) years prior to the Draft TA issuance date, analyzing compatibility of line-of-business COTS products in relation to the platform and supporting infrastructure componentry.				
M3	The Contractor must demonstrate that the proposed Resource has a minimum of five (5) years of experience within the last ten (10) years prior to the Draft TA issuance date, writing or maintaining technical specifications documentation for hardware or software being integrated into a new or evolving infrastructure.				

1.5 Resource Mandatory Requirements - Technology Architects, Level 3 – Development Centre Specialist Level 3

Criteria	Mandatory Requirement	Contractor's Response			
ID		Demonstrated Experience and Cross Reference to resume (Page #)	Met / Not Met		
M1	The Contractor must demonstrated that the proposed resource has a minimum of seven years of experience, within the ten years prior to the Draft TA issuance date, architecting, designing, implementing and supporting JAVA Continuous Integration Systems that include all of the following: • Version Control systems; • Eclipse; • ANT/Python based build and packaging scripts, rolling builds, static code analysis; • JUnit test integration for large integrated systems; The Contractor must describe: • the build and packaging process and the tools used; and • the tasks performed by the proposed resource for the system				
M2	The Contractor must demonstrate that the proposed resource has a minimum of seven years' experience, within the ten years prior to the Draft TA issuance date, evaluating and recommending the use of versions and combinations of open-source frameworks for JAVA applications running on IBM z/OS mainframe environment and providing knowledge support to the application developers in the use of these frameworks.				
M3	The Contractor must demonstrate that the proposed resource has a minimum of ten years' experience, within the fifteen years prior to the Draft TA issuance date, developing architectures, designs and specifications for critical, high availability high volumes systems which implement JAVA to and from Customer Information Control System (CICS COBOL) via MQ Series message-oriented middleware.				

DAG.	The Contractor must demonstrate that the surrenced account	
M4	The Contractor must demonstrate that the proposed resource has a minimum of five years of experience, within the ten years prior to the Draft TA issuance date, in the installation, configuration, performance tuning and enterprise integration of business solutions using all of the following: • WebSphere Application Server Network Deployment; • WebSphere Application Server; • WebLogic; • Liberty; • Container Technologies; • IBM WAS Single Sign On Technologies (LTPA) – (or similar sign-on technologies); • IBM MQ Series;	
	 IBM Global Name Recognition and IBM WebSphere Operational Decision Management for high availability and high volume systems. 	
	To demonstrate, the Contractor must include:	
	 Name of project(s) and description Demonstrated experience as a Technology/Software Architect and describe how the technology was put to use in the selected project 	
M5.	The Contractor must demonstrate that the proposed Resource has a minimum of 10 years of experience within the last 15 years prior to the Draft TA issuance date, with the installation AND support of JAVA development software.	
M6	The Contractor must demonstrate that the proposed Resource has a minimum of 10 years of experience within the last 15 years prior to the Draft TA issuance date, engineering and troubleshooting the movement of web applications between environments/versions/platforms within each of the following elements:	
	Element 1 - Moving application code from one development and testing environment to another (e.g. from a Unit Testing environment to a User Acceptance environment)	

 Element 2 - Moving application code from one application server version to a different or newer application server version (e.g. from IBM WAS to Oracle WebLogic or from different versions of IBM WAS) 	
 Element 3 - Moving application code from a Windows platform to a mainframe platform 	
All 3 elements do not have to come from one project.	

1.6 Resource Mandatory Requirements - Project Managers, Level 3

Criteria	Mandatory Requirement	Contractor's Response	
ID		Demonstrated Experience and Cross Reference to resume (Page #)	Met / Not Met
M1	The Contractor must demonstrate that the proposed Resource has a minimum of 5 years of experience within the last 7 years prior to the Draft TA issuance date managing a project during the development, implementation and operational phases to meet the project requirements on a project involving a 24 hours per day, 7 days per week operational mandate that involved 2 or more stakeholders.		
M2	The Contractor must demonstrate that the proposed Resource has a minimum of 5 years of experience within the last 7 years prior to the Draft TA issuance date working with Microsoft Project for the purpose of reporting against project milestones.		
M3	The Contractor must demonstrate that the proposed Resource has a minimum of 5 years of experience within the last 7 years prior to the Draft TA issuance date in the development of project-related documentation such as charters, plans and schedules.		

2.0 Point Rated Resource Assessment Criteria:

2.1 Resource Point Rated Requirements - Technology Architects - Systems Engineering - Level 3

‡	Point Rated Criteria	MAX Score	Point Grid	Contractor Self-score	Contractor Response (Demonstrated Experience and Cross Reference to resume Page Number)
₹1	The Contractor should demonstrate that the proposed resource has experience, within the last two (2) years prior to the Draft TA issuance date, writing or maintaining, the following type of technical specifications documentation: 1. Configuration: documentation providing lab-specific or product-specific configuration settings 2. Connectivity: documentation providing specifications for interoperability in IT data exchange between two partners 3. Wiring Diagram: physical implementation model of business flows through infrastructure componentry 4. Work Order: change requests, stakeholder engagement, or release proposal paperwork 5. Bill of Materials: comprehensive list of all technologies in play for a specific project Note: the same project may be used	15	One (1) point for each relevant project will be awarded for a maximum of three (3) points per item: 1. Configuration 2. Connectivity 3. Wiring Diagram 4. Work Order 5. Bill of Materials Up to a maximum of fifteen (15) points.		

#	Point Rated Criteria	MAX Score	Point Grid	Contractor Self-score	Contractor Response (Demonstrated Experience and Cross Reference to resume Page Number)
R2	The Contractor should demonstrate that the proposed resource has experience, within the last two (2) years, designing secure technical connections to external systems, for a minimum of 2 of the following types of connectivity: Canadian Governmental (e.g. CBSA to RCMP) Non-Governmental (e.g. CBSA to Private Sector Inc.) International (e.g. CBSA to USCBP) The activation and termination points for the connectivity must be described in order for points to be allocated e.g. CBSA to RCMP. Note: Canadian Governmental is described as Federal or Provincial Government levels only (not Municipal).	5	One (1) point for each item: Canadian Governmental 1 connection = 0 points 2 to 5 connections = 1 point 5+ connections = 2 points Non-Governmental 1 connection = 0 points 2 to 5 connections = 1 point 5+ connections = 2 points International 1+ connections = 1 point Up to a maximum of five (5) points.		
R3	The Contractor should demonstrate that the proposed resource has experience, within the last two (2) years prior to the Draft TA issuance date, engineering designs which include the following technologies: Operating System Platforms 1. RedHat Enterprise LINUX (RHEL) operating system platform JAVA Platforms 2. Oracle WebLogic on RHEL	10	One (1) point for each item: 1. RHEL 2. WLS on RHEL 3. DB2 on z/OS 4. DB2 LUW 5. Wily 6. SiteMinder 7. Apache 8. Load Balancers 9. DataPower 10. Firewall		

#	Point Rated Criteria	MAX Score	Point Grid	Contractor Self-score	Contractor Response (Demonstrated Experience and Cross Reference to resume Page Number)
	Supporting Technologies 3. IBM DB2 on z/OS 4. IBM DB2 LUW 5. Computer Associates Wily Introscope monitoring software 6. Computer Associates SiteMinder security suite 7. Apache WebServer 8. F5 or Cisco Load Balancers 9. IBM DataPower 10. Firewall (e.g. Checkpoint, Fortinet) The Contractor must include a description of the project in which the resource worked with the specific technology in order for points to be allocated. Note: the same project may be used for more than one item.		Up to a maximum of ten (10) points.		
R4	The Contractor should demonstrate that the proposed resource has experience, within the last two (2) years prior to the Draft TA issuance date, engineering designs on the following z/OS based WebSphere technologies: Operating System Platforms 1. IBM z/OS mainframe operating system platform JAVA Platforms	15	Three (3) points for each item: 1.IBM Z/OS 2.WAS on z/OS 3.WAS on RHEL 4.MQ on z/OS 5.MQ on RHEL Up to a maximum of fifteen (15) points.		

#	Point Rated Criteria	MAX Score	Point Grid	Contractor Self-score	Contractor Response (Demonstrated Experience and Cross Reference to resume Page Number)
	 IBM Websphere Application Server (WAS) on z/OS IBM Websphere Application Server on RHEL 				
	Supporting Technologies				
	4. IBM Websphere MQ messaging software on z/OS5. IBM Websphere MQ messaging software on RHEL				
	One (1) specific example of a project in which the Resource worked with the specific technology <u>must</u> be provided in order for points to be allocated.				
	Note: Weblogic will not be considered as an equivalent to WebSphere. No points will be awarded for this.				
R5	The Contractor should demonstrate that the proposed resource has experience, within the last two (2) years prior to the Draft TA issuance date, with the following documentation and modeling tools:	5	One (1) point for each item: 1. WIKI software 2. Content Management 3. Defect Tracking		
	WIKI: Atlassian Confluence or equivalent		4. Service Mgmt.5. Modeling		
	 Content Management: GCDocs (OpenText) or equivalent Defect Tracking: Atlassian JIRA or equivalent 		Up to a maximum of five (5) points.		
	4. Service Management: BMC Remedy				

#	Point Rated Criteria	MAX Score	Point Grid	Contractor Self-score	Contractor Response (Demonstrated Experience and Cross Reference to resume Page Number)
	5. Modeling : Microsoft Visio				
	One (1) specific example of a project in which the Resource used the tool <u>must</u> be provided in order for points to be allocated.				
	Total # of points	50			
	Pass mark = 70% or # points	35			

2.2 Technology Architects – Systems Integrators - Capacity Management Level 3

#	Point Rated Criteria	MAX	Point Grid	Contractor self-score	Contractor Response (Demonstrated experience and Cross Reference to resume Page Number)
R1	The Contractor should demonstrate that the proposed resource has experience, within the last two (2) years prior to the Draft TA issuance date, conducting the following types of capacity planning activities associated with line-of-business applications: 1. Processing (CPU or MIPS) 2. Memory 3. Storage One (1) specific example of a project in which the Resource completed the activities <u>must</u> be provided.	15	Five (5) points for each item supported by one (1) project reference: 1. Processing (CPU or MIPS) 2. Memory 3. Storage Up to a maximum of fifteen (15) points.		

#	Point Rated Criteria	MAX	Point Grid	Contractor self-score	Contractor Response (Demonstrated experience and Cross Reference to resume Page Number)
R2	The Contractor should demonstrate that the proposed resource has experience, within the last two (2) years prior to the Draft TA issuance date, designing and programming the following technical componentry for a capacity management program: 1. Data Acquisition: consolidation of data feeds from various sources into a common repository 2. Data Manipulation: determination of a standard data structure, data transformation, data filtering 3. Chart Generation: graphical representations of the Infrastructure usage showback/chargeback metrics per line of business application 4. Graphical User Interface (GUI): creation of end user charge-back or planning views, integration into a website or WIKI 5. Reports: creation of canned or ad hoc reports One (1) specific example of a project in which the resource delivered the technical componentry must be provided in order for points to be allocated.	10	Two (2) points for each item supported by one (1) project reference: 1. Data Acquisition 2. Data Manipulation 3. Chart Generation 4. GUI 5. Reports Up to a maximum of ten (10) points.		
R3	The Contractor should demonstrate that the proposed resource has experience, within the last two (2) years prior to Draft TA issuance date,	10	One (1) point for each item supported by one (1) project reference: 1. ElasticSearch		

#	Point Rated Criteria	MAX	Point Grid	Contractor self-score	Contractor Response (Demonstrated experience and Cross Reference to resume Page Number)
	working with the following technologies: 1. ElasticSearch 2. Kibana 3. Logstash 4. JSON 5. IBM Systems Management Facilities (SMF) 6. WordPress 7. Drupal 8. Graphical Database 9. Computer Associated Wily Introscope 10. Oracle JAVA One (1) specific example of a project in which the Resource worked with the specific technology must be provided in order for points to be allocated. Note: the same project may be used for more than one item.		 Kibana Logstash JSON IBM SMF WordPress Drupal Graphical Database Wily Introscope Oracle JAVA Up to a maximum of ten (10) points. 		resume rage reamsery
R4	The Contractor should demonstrate that the proposed resource has experience, within the last two (2) years prior to the Draft TA issuance date, using the following documentation and modeling tools: 1. WIKI: Atlassian Confluence or equivalent 2. Content Management: GCDocs (OpenText) or equivalent 3. Defect Tracking: Atlassian JIRA or equivalent	5	One (1) point for each item supported by one (1) project reference, 1. WIKI software 2. Content Management 3. Defect Tracking 4. Microsoft Visio 5. Microsoft Project Up to a maximum of five (5) points.		

#	Point Rated Criteria	MAX	Point Grid	Contractor self-score	Contractor Response (Demonstrated experience and Cross Reference to resume Page Number)
	4. Modeling: Microsoft Visio5. Planning: Microsoft Project				
	One (1) specific example of a project in which the Resource used the tool <u>must</u> be provided in order for points to be allocated.				
	Note: the same project may be used for more than one item.				
	Total # of points	40			
	Pass mark = 70% or # points	28			

2.3Technology Architect, Systems Integrators - Two-Factor Authentication - Level 3

#	Point Rated Criteria –	MAX	Point Grid	Contractor self-score	Contractor Response (Demonstrated Experience and Cross Reference to resume Page Number)
R1	The Contractor should demonstrate that the proposed resource has experience, within the last two (2)	10	Five (5) points for each item supported by one (1) project reference.		
	years prior to Draft TA issuance date, engineering the following types of terminal services implementations:		Connectivity to a remote Citrix backend on a		
	Connectivity to a remote Citrix backend on a Government organization's network OR on a		Government organization's network OR on a		
	private sector organization's network.		private sector organization's network.		

	Integration of an office automation suite on Citrix to a Content Management System		2. Integration of an office automation suite on Citrix to a Content Management System Up to a maximum of ten (10) points.
R2	The Contractor should demonstrate that the proposed resource has experience, within the last two (2) years prior to the Draft TA issuance date, engineering or providing subject-matter expertise in support of the following types of 2-factor authentication (2FA) initiatives:	10	One (1) point for each item supported by one (1) project reference. 1. Alignment of a new smart card model to driver sets of existing components 2. Alignment of new smart card reader
	Alignment of a new smart card model to driver sets of existing components		hardware to driver sets of existing components
	Alignment of new smart card reader hardware to driver sets of existing components		3. Integration with a card management system
	3. Integration with a card management system (e.g. QMC)		4. Validation of token management
	4. Validation of compatibility with a certificate-based authenticator token management middleware client (e.g. SAC)		middleware client (e.g. SAC) 5. Storage of certs and keys on tokens
	5. Validation of compatibility with the storage of certificates and corresponding keys (e.g. Entrust) on tokens		6. Official languages 7. Entrust Management 8. Required vs. redundant
	6. Validation of official languages support (e.g. French/English)		9. RFP preparation 10. PoP for 2FA bids
	7. Validation of Entrust Management of Trusted Root and Intermediate Certification Authorities		Up to a maximum of ten (10) points.

D2	 Reviewing required versus redundant certificates RFP preparation for card management systems, smart card models, readers or middleware software Proof-of-Proposal for 2FA technology vendor bids One (1) specific example of a project in which the Resource completed the deliverables must be provided in order for points to be allocated. Note: the same project may be used for more than one item. 		One (1) point for each	
R3	The Contractor should demonstrate that the proposed resource has , within the last two (2) years prior to the Draft TA issuance date, completed the following engineering tasks: 1. Impacting: determine disruption to the organization based on technological change 2. Design: ensure the solution meets service level requirements (capacity, security, availability and performance) 3. Implementation Strategy: analysis required to either upgrade inplace or implement in parallel followed by decommissioning 4. Change Management: review change requests, participation at technical change advisory boards or committees	5	One (1) point for each item supported by one (1) project reference 1. Impacting 2. Design 3. Implementation Strategy 4. Change Management 5. Testing Up to a maximum of five (5) points	
	5. Test (unit test or healthcheck) Plan : end-to-end validation of the			

	solution to ensure it meets requirements, standards and service levels Specific examples of projects in which the Resource completed the deliverables must be provided in order for points to be allocated, to a maximum of two (2) projects. Note: the same project may be used for more than one item.		
R4	The Contractor should demonstrate that the proposed resource has experience, within the last two (2) years prior to the Draft TA issuance date, engineering secure 2FA and terminal services business solutions involving the following technologies: 1. Locally-Connected Devices and Drivers 2. CAPI Stores 3. Virtual Serial Channels 4. DNS 5. Secure Remote Access (SRA) 6. Active Directory (AD) and Group Policy Object (GPO) 7. SafeNet Authentication Client 8. Oracle JAVA Runtime Environment	15	One (1) point for each technology: 1. Devices & Drivers 2. CAPI Stores 3. Virtual Serial Channels 4. DNS 5. Secure Remote Access 6. AD & GPO 7. SafeNet Authentication Client 8. Oracle JAVA Runtime Environment (JRE) v1.7+ 9. Cisco AnyConnect 10. MSFT
	(JRE) v1.7+ 9. Cisco AnyConnect 10. Managed Secure File Transfer (MSFT) 11. Microsoft .NET Framework 12. Adobe Reader 13. QMC 14. Entrust TruePass		11NET Framework 12. Adobe Reader 13. QMC 14. TruePass 15. PKI Up to a maximum of fifteen (15) points.

	15. PKI One (1) specific example of a project where the Resource engineered a solution involving the technology must be provided in order for points to be allocated. The same project may be used for multiple items.			
R5	The Contractor should demonstrate that the proposed resource has experience, within the last two (2) years prior to the Draft TA issuance date, with infrastructure upgrades associated with a terminal services platform completing the following analysis: 1. Impact on Citrix Access Gateway (CAG) 2. Impact on thin device usage 3. Impact on Citrix-hosted applications 4. Impact on published applications and virtual desktop 5. Workstation Start Menu One (1) specific example of a project in which the Resource completed the analysis must be provided in order for points to be allocated.	5	One (1) point for each item: 1. CAG 2. Thin device usage 3. Citrix-hosted applications 4. Published applications and virtual desktop 5. Workstation Start Menu Up to a maximum of five (5) points.	
	Total # of points	45		
	Pass mark = 70% or # points	31.5		

2.4 Technology Architects – Legacy Systems - Level 3

Ħ	Point Rated Criteria	MAX	Point Grid	Contractor self-score	Contractor Response (Demonstrated Experience and Cross Reference to resume Page Number)
R1	The Contractor should demonstrate that the proposed resource has experience, within the last two (2) years prior to the Draft TA issuance date, forecasting infrastructure capacity for a line-of-business project: 1. Processing: e.g. extrapolations based on CPU clock speed or core density, MIPS forecasts, peak usage determination 2. Memory: e.g. RAM, DIMM architecture, caching requirements 3. Storage: LUN allocations, SCSI disk and RAID arrays, data retention, backup and recovery 4. Thread Management: e.g. throughput tuning based on parallel processing, multithreading 5. Virtual Machine: e.g. virtual machine sizing, over-allocation models	5	One (1) point for each item supported by one (1) project reference: 1. Processing 2. Memory 3. Storage 4. Thread Management 5. Virtual Machine Up to a maximum of five (5) points.		resume rage Number)
	One (1) specific example of a project in which the Resource completed the activities must be provided in order for points to be allocated.				

R2	The Contractor should demonstrate	10	Two (2) points for each	
	that the proposed resource has		item supported by one (1)	
	experience, within the last two (2)		project reference-	
	years prior to the Draft TA issuance		' '	
	date, completing the following		1. Design Signoffs	
	activities within a release cycle		2. Order to Production	
	involving a minimum of four phases*:		3. Implementation	
	The state of the s		Strategy	
	1. Design Signoffs : landing tests and		4. Lab-Specific	
	alignment to business		Configurations	
	requirement analysis prior to		5. Uplift Strategy	
	developers being allowed to start		3. Spine Strategy	
	using the technology,		Up to a maximum of ten	
	recommended design to be		(10) points.	
	promoted to production		(10) points.	
	2. Order to Production : sequence in			
	which products need to be			
	promoted to production			
	3. Implementation Strategy:			
	technical tasks, dependencies and			
	sequencing – includes critical path			
	negotiations			
	4. Lab-Specific Configurations: build			
	book parameters tailored to			
	development, testing, staging,			
	production, and production			
	support environments			
	5. Uplift Strategy : in-place upgrade,			
	parallel implementation or other			
	model for ever-greening software			
	suites or individual technologies			
	One (1) specific example of a project in			
	which the Resource completed the			
	activities <u>must</u> be provided in order for			
	points to be allocated.			
	*The Resource <u>must</u> prove that the			
	project solution went through at least			
	four (4) of the following phases:			

Design, Production Development Construction Testing: Trans Acceptance Staging, Extens Validation Production: Production:	nt: Unit Test, n nsition, User , Quality Assurance, ernal Partner End User Support: Training, Fix, External Partner				
R3 The Contractor's that the propose experience, with years prior to the date, integrating products into the level solutions: 1. Master Data 2. Business Rusystem 3. Enterprise S4. Data Stewar 5. Data Cleans One (1) specific which the Resour integration and associated with a provided in order allocated.	chould demonstrate ed resource has ain the last two (2) e Draft TA issuance g complex* suites of e following enterprise- a Management les Management dervice Bus redship ing example of a project in arce completed the a list of technologies the project <u>must</u> be er for points to be	15	Three (3) points for each item supported by one (1) project reference. 1. Master Data Management 2. Business Rules Management System 3. Enterprise Service Bus 4. Data Stewardship 5. Data Cleansing Up to a maximum of fifteen (15) points.		

	*Complex: refers to a minimum of five (5) software products integrated into the line-of-business COTS solution.			
R4	The Contractor should demonstrate that the proposed resource has experience, within the last two (2) years prior to the Draft TA issuance date, engineering designs which include the following technologies: Operating System Platforms 1. RedHat Enterprise LINUX (RHEL) operating system platform JAVA Platforms 2. Oracle WebLogic on Solaris Supporting Technologies 3. IBM DB2 on z/OS 4. IBM DB2 LUW 5. IBM DB2 AESE pureScale 6. Computer Associates Wily Introscope monitoring software 7. Computer Associates SiteMinder security suite 8. Apache WebServer 9. F5 or Cisco Load Balancers 10. LDAP One (1) example of a project in which the Resource worked with the specific technology must be provided in order for points to be allocated. Note: the same project may be used	10	One (1) point for each item supported by one (1) project reference 1. RHEL 2. WLS on Solaris 3. DB2 on z/OS 4. DB2 LUW 5. DB2 pureScale 6. Wily 7. SiteMinder 8. Apache 9. Load Balancers 10. LDAP Up to a maximum of ten (10) points	
	for more than one item.			

DE	The Court was to a sold down an atwart	1.5	Thurs (3) was used for a sale		
R5	The Contractor should demonstrate	15	Three (3) points for each		
	that the proposed resource has		of the following items		
	experience, within the last two (2)				
	years prior to the Draft TA issuance		1.IBM Z/OS		
	date, engineering designs on the		2.WAS on z/OS		
	following z/OS based WebSphere		3.WAS on RHEL		
	technologies:		4.MQ on z/OS		
			5.MQ on RHEL		
	Operating System Platforms				
			Up to a maximum of		
	1. IBM z/OS mainframe		fifteen (15) points.		
	operating system platform				
	JAVA Platforms				
	2. IBM Websphere Application				
	2. IBM Websphere Application Server (WAS) on z/OS				
	3. IBM Websphere Application				
	Server on RHEL				
	Supporting Technologies				
	4. IBM Websphere MQ				
	messaging software on z/OS				
	5. IBM Websphere MQ				
	messaging software on RHEL				
	One (1) specific example of a project in				
	which the Resource worked with the				
	specific technology must be provided				
	in order for points to be allocated.				
	in order for points to be allocated.				
	Note: Weblogic will not be considered				
	as an equivalent to WebSphere. No				
	points will be awarded for this.				
R6	The Contracter should demonstrate	10	Number of months of		
	that the proposed resource has		experience with tool:		
	experience, within the last two (2)		12 + to 18 months = 7		
	years prior to the Draft TA issuance		points		
	date, forecasting infrastructure		,		
	date, for ceasing minastructure				

capacity for a line-of-business project using the Broadcomm Wily Introscope product.		18 + to 24 months = 10 points	
Total # of points	65		
Pass mark = 70% or # points	45.5		

2.5 Technology Architects – Development Centre Specialist Level 3

#	Point Rated Criteria	Max Score	Point Grid	Contractor Self Score	Contractor Response (Demonstrated Experience and Cross Reference to resume Page Number)
R1	The Contractor should demonstrate that the proposed resource has experience, within the last ten (10) years prior to the Draft TA issuance date, installing, configuring and supporting each of the following JAVA infrastructure components: IBM Rational Software Architect WebSphere Application Server WebSphere Application Server Network Deployment Floating License Server MQMON	25	Number of years per tool 4+ to 5 years = 1 points 5+ to 6years = 2 points 6+ to 7 years = 3 points 7+ to 8 years = 4 points 8+ years = 5 points Up to a max of 25 points		
R2	The Contractor should demonstrate that the proposed resource has five years of experience, within the last ten (10) years prior to the Draft TA issuance date, with the following tools and technologies. 1. MQ Series 2. IBM WebSphere MQ 3. Ant Scripting 4. CA SiteMinder 5. SOAP Web Sevices 6. RESTFUL Web Sevices 7. XSLT 8. Eclipse Plug-in development	80	Number of years per tool and technologies: 4+ to 5 years = 1 points 5+ to 6years = 2 points 6+ to 7 years = 3 points 7+ to 8 years = 4 points 8+ years = 5 points Up to a max of 80 points		

R3	10. Liferay Enterprise Portals 11. IBM WebSphere Application Server developer Tools for Eclipse; 12. Cruise Control; 13. CICS Transaction Gateway; 14. Subversion; 15. Jenkins; 16. SonarQube; The Contractor should demonstrate	60	Number of years per	
	that the proposed resource has experience, within the last 10 years prior to Draft TA issuance date, in the IT industry, using each of the following tools/technologies: 1. JAVA policy files 2. JAVA plug-in 3. JNDI 4. JMS 5. J2EE 6. DRS 7. JNLP 8. Name or text search engines 9. Elixir print modules 10. Grammar support tools 11. Blaze business or comparable rules engines (site example) 12. FOP/XLS		Tool/Technology 4+ to 5 years = 1 points 5+ to 6years = 2 points 6+ to 7 years = 3 points 7+ to 7 years = 4 points 8+ years = 5 points Up to a max of 60 points	
R4	The Contractor should demonstrate that the proposed resource has experience, within the last ten (10) years prior to the Draft TA issuance date, in the development of designs	5	1+ to 2 years = 1 point 2+ to 3 years = 2 points 3+ to 4 years = 3 points 4+ to 5 years = 4 points 5+ years = 5 points	

R6	The Contractor should demonstrate that the proposed resource has experience, within the last ten (10) years prior to the Draft TA issuance date, in making application and software architecture change	10	1+ to 2 years = 1 point 2+ to 3 years = 2 points 3+ to 4 years = 5 points 4+ to 5 years = 7 points 5+ to 6 years = 9 points 6+ years = 10 points		
R6	(SDLC) system integration principles on systems of a legislative nature or of a National Security connotation. The Contractor should demonstrate	10	Up to a max of 10 points		
	that the proposed resource has experience, within the last ten (10) years prior to the Draft TA issuance date, working as a Technology/Software Architect under Software Development Life Cycle		3+ to 5 years = 4 points 5+ to 7 years = 6 points 7+ to 8 years = 8 points 8+ years = 10 points		
R5	 The Contractor must include: Name of project(s) and description Provide a brief description of how the tool / technology was used in the selected project The Contractor should demonstrate 	10	1+ to 3 years = 2 point		
	and specifications for data access systems developed for DB2. The Contractor must include:		Up to a max of 5 points		

2.6 Project Managers, Level 3

#	Point Rated Criteria	MAX	Point Grid	Contractor self-score	Contractor Response (Demonstrated Experience and Cross Reference to resume Page Number)
R1	The Contractor should demonstrate that the proposed resource has a valid Project Management Professional (PMP) certification from the Project Management Institute (PMI). To demonstrate, the Contractor should include a copy of the certification.	5	No valid designation = 0 points Valid Project Manager Professional Designation = 5 points.		
R2	The Contractor should demonstrate that the proposed resource has experience developing project plans, including the definition of the project scope, budget and schedule.	10	Less than 5 years = 0 points 5+ to 7 years = 2 points 7+ to 10 years = 5 points 10+ years = 10 points		
R3	The Contractor should demonstrate that the proposed resource has experience, over and above the minimum requirement in M.2, working with Microsoft Project for the purpose of reporting against project milestones.	10	5+ to 7 years = 2 points 7+ to 10 years = 5 points 10+ years = 10 points		
R4	The Contractor should demonstrate that the proposed resource has experience managing project risk, issues and changes.	10	Less than 5 years = 0 points 5+ to 7 years = 2 points 7+ to 10 years = 5 points		

#	Point Rated Criteria	MAX	Point Grid	Contractor self-score	Contractor Response (Demonstrated Experience and Cross Reference to resume Page Number)
R5	The Contractor should demonstrate that the proposed resource has experience interacting and	10	Less than 5 years = 0 points		
	communicating project status, risks and issues to senior management.		5+ to 7 years = 2 points		
			7+ to 10 years = 5 points		
			10+ years = 10 points		
	Total # of points	45			
	Pass mark = 70% or # points	31.5			

A. General Information / Informations générales

Contract Number / Numéro du contrat :

Contractor Name / Nom du Contracteur :

Travaux publics et Services gouvernementaux Canada

47060-187626

00XXX8XXXX0002XXXXPOXXX003 - Tundra

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (completé par le Responsable technique / Chargé du projet)

Task Authorization (TA) No. Nº de l'autorisation de tâches (AT) :	STOT No. Nº de l'EDT :	Financial Coding Code financier :		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :	
2022011281	1000369774	C-00082-20-02		2021-09-06	2021-09-13	
B. For Amendments Only / Aux fins de modifi	cation seulement					
Amendment No. / Nº de la modification :						
Reason for the Amendment / Raison pour la modifica	ation:					
C. TA Requirements / Exigences relatives à l'	AT					
Required Resource(s) / Ressource(s) requise(s)						
Category and L Catégorie et Niv		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique		Required Level(s) of Security / Niveau(x) de sécurité requis	
GIS Application Archit		English		Secret		
Statement of Work (tasks, deliverables, reports, etc.) See attached / Voir pièce jointe) / Énoncé des travaux (tâches, livrables,	rapports, etc.)				
Period of Services / Période de service:						
Initial Start Date / Date de début initiale :	29t&-Sep-2021]	Initial End Date	/ Date de fin initiale	03-Sep-2022	
Extented End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pou	r la modification):				
☐ Option To Extend Initial End Date / Option pour	prolonger la date de fin initiale					
Optional End Date(s) / Date(s)	·		Status / St	atut		
03-Sep-202			O In E#1-11/1-1			
03-Sep-202		O In Effect / en vigueur				
<u> </u>		O In Effect / en vigueur				
03-Sep-202	23		O In Effect / er	n vigueur		
Travel Requirement(s) / Exigence(s) de voyage :	n/a					
Work Location(s) / Lieu(x) de travail :	Vanier Towers, 333 North River	Road	Ontario			
PART 2 (completed by the Contractor and/or the Technical/Project Authority) if	PARTIE 2 (complété par le Contracteur et/ou le Respo	nsable technique / Chargé du projet)				
Contractor Resource(s) and Estimated Cost Ande once approved, only the following resources may provide services under this TA.						
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Coût total estimatif	
GIS App Arch Level 3 -					\$153,547.20	
			Estimate	d Cost / Coût estimati	\$153,547.20	
					1 of 2	

т	otal Estimated Travel and Living Co	st / Coût total estim	atif de voyage et de vie	\$0.00
			HST @ 13%	\$19,961.14
	То	tal Estimated Cos	: / Coût total estimatif	\$173,508.34
Check applicable Basis of Payment / Cocher la Base de Paiement applicable :	Maximum Price / Prix Maximum :	X	Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'	AT PAR LE CANADA			
By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.	En apposant sa signature sur l'AT, l'auto contractante de TPSGC atteste(nt) que			
The client's authorization limit is \$250,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization. Digitally signed by CARR	La limite d'autorisation du client est \$256 (excluant les taxes applicables) dépasse contractante de TPSGC pour autorisation	e cette limite, l'AT doit êt		: transmise à l'autorité
CARR JEFFREY Date: 2021.09.07 10:00:25 -04'00'				
Name of Technical Authority / Nom de l'autorité technique Date	Name of Contracting Authority / Nom de	l'autorité contractante	Dai	te
Signature	Signature			
Name of the representative from the SPMMD of CBSA / Nom d'un representative from the SPMMD of CBSA / Digitally signed by SAVARIA NANCY DN: C=ca, O=gc, OU=ccra-adrc, OU=PERSONNEL, CN=SAVARIA NANCY + SERIALNUMBER=2015324231038225 Reason: I am the author of this document Location: your signing location here Date: 2021-09-23 15:03:11 Foxit PhantomPDF Version: 10.0.1	_			
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CON	TRACTEUR			
			Sep 7, 2021 0	 08:11 PDT
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur			Dat	te

ANNEX E, TASK AUTHORIZATION FORM

ntract Number 47419-208904/001/ZV					
Task Authorization (TA) Number					
	Contractor's Name and Address				
ADRM TECHNOLOGY CONSULTING GROUP C	ORP				
1052 St-Laurent Blvd, Unit #2					
	Ottawa, Ontario				
K1K3B4 Canada					
Total Estimated Cost of Task (Applicable Taxes e	extra) before	\$71,190			
any revisions:					
TA Revisions Previously Authorized					
Instructions to the TA Authority: the information for the					
ascending order of assigned revision numbers (the first					
etc.). If no increase or decrease was authorized, enter \$0					
TA Revision Number:		rease or Decrease (Applicable Taxes			
	extra) \$				
TA Revision Number:					
TA Nevision Number.	extra)	ease of Decrease (Applicable Taxes			
	\$				
TA Revision Number:		rease or Decrease (Applicable Taxes			
	extra)	X 11			
	\$	_			
TA Revision Number:	Authorized Inci	rease or Decrease (Applicable Taxes			
	extra)				
TAB :: N I	\$				
TA Revision Number:		rease or Decrease (Applicable Taxes			
	extra) \$				
New TA Revision	Ψ				
	La idaakkiad oo Na	4 the accord as No. 2 etc. If no incressor			
Instructions to the TA Authority: the first revision must be identified as No. 1, the second as No. 2, etc. If no increase or decrease is authorized, enter \$0.00.					
TA Revision Number:	Authorized Inci	rease or Decrease (Applicable Taxes			
	extra)				
	\$	_			
Total Estimated Cost of Task (Applicable Taxes					
extra) after this revision: \$					
Contract Security Requirements (as applicable)					
	This task includes security requirements:				
□ No					
× res. Refer to the Security Requirements Chec	☑ Yes. Refer to the Security Requirements Checklist (SRCL) in the contract.				
Remarks: Secret Clearance required.	Demonstrat Convert Classiana required				
nemana. Ocoret Olcarance required.	Remarks. Secret Clearance required.				

Required Work

SECTION A – Task Description of the Work Required

Background:

The CBSA is responsible for border management that contributes to the safety and security of Canada and facilitates the flow of persons and goods, thereby contributing to Canada's prosperity. The CBSA is faced with both increasing border volumes and increasing complexity in its operating environment. These external drivers require a shift in the Agency's operating model towards risk-based compliance and the use of emerging technology to expedite the flow of legitimate goods and people and more precisely identify higher risk transactions for greater scrutiny.

The Agency has a transformation vision and high-level strategy, along with several in-flight and recently approved projects that will begin to shift the Agency's operating model.

Objective

The objective of this TA is to provide project management services to the Intelligence and Enforcement Branch's Project Delivery Division (PDD) throughout the delivery of its major projects. The PDD is responsible for the planning, delivery and management of assigned projects, including the implementation of project management processes and controls and project development activities, such as business transformation and change management, through the design, development, and implementation phases of assigned projects. All work is expected to be in line with CBSA and Treasury Board Secretariat project management policies.

Resource requirements

In terms of this specific requirement, CBSA requires the services of:

Number	Resource Category
	Project Leader/Executive, Senior
1	Project Manager, Senior
	Business Architect, Senior
	Business Architect, Intermediate
	Change Management Consultant, Senior
	Change Management Consultant, Intermediate
	Business Process Consultant, Senior
	Business Process Consultant, Intermediate
	Business Consultant, Senior
	Business Consultant, Intermediate
	Business Consultant, Junior

Tasks

The Contractor must perform the following tasks:

- Plan and coordinate project management activities including financial, planning and reporting aspects;
- Plan, direct and control the activities of a project team in order to meet project objectives for scope, costs, schedule and quality. The Project Delivery Division projects are multi-departmental, and this work includes overseeing and directing (in such a way that respects departmental mandates) the project activities of Other Government Department (OGD) partners, as appropriate;
- Develop and/or review and provide feedback on various project artefacts (e.g., project management plans, charts, tables, diagrams and presentations when required) for reporting purposes and/or to assist in identifying/resolving project issues;
- Prepares briefings, project status reports and dashboards on an ongoing basis, including gating documents and official project artefact to Treasury Board Secretariat;

- Monitor the design and implementation of the project against established goals, objectives and milestones;
- Create and maintain project risk, issue and change management plans as well as logs/registers on an ongoing basis. This includes leading ongoing risk/issue/change management and monitoring activities with CBSA and OGD partners;
- Develop and provide input into the project schedule on an ongoing basis. This
 includes meeting with stakeholders and other project managers, as required;
- Develop and deliver presentations and lead discussions of project progress and issues at various levels of governance committees (eg, Manager, Director, Director General, etc);
- Develop, plan, analyze, evaluate and prioritize deliverables and requirements, especially as new priority elements come into play;
- Determine and obtain budgetary requirements related to the project;
- Develop and maintain project control and reporting procedures and manage changes to plans;
- Coordinate, draft and prepare for signature formal project documents and reports; and
- Prepare transition and evaluation plans and conduct lessons learned exercises.

Deliverables and Associated Schedule:

Lead, coordinate and provide input into the dashboard and summary report for the project using approved templates (MS Excel and Word);	monthly basis
Update and maintain the project schedule using approved templates (MS Project, Excel, etc., as directed);	bi-weekly basis, or sooner if developments arise
Update and maintain the risk, issue and change request logs using MS Word and MS Excel;	bi-weekly basis, or sooner if developments arise
Develop the presentations and supporting documents for projet gate meetings using the approved templates (MS Powerpoint and other artefacts in MS Word and Excel);	by the dates specified in the project schedule
Develop project briefing material (eg, project plans) for executive level governance committees, and present at these committees;	as requested
Lead and coordinate meetings with project stakeholders, including the preparation and presentation of material;	on a bi-weekly basis or as meetings are held
Develop and provide progress reports to the manager;	bi-weekly basis
Develop plans, charts, tables, diagrams, dashboards and other reports presenting the status of the project;	as needed

Status and Progress Reports;	weekly basis
Ensure knowledge transfer via presentations and list of key documents.	ongoing

Format of deliverables

- Meetings, working groups, committees, boards with the project team as well as internal and external stakeholders.
- Documents using various Microsoft suite applications (Project, Visio, Powerpoint, Word, Excel, etc.) as well as emails via Outlook.
- Presentations for senior executives, including dashboards, risk/issue registers, presentations, and other formats as required. Includes verbal and written briefings.

Period of services

From: September 13, 2021 To: December 23, 2021

Work location

Contractor may be asked to work or attend meetings at CBSA offices at 100 Metcalfe Street, Ottawa, ON K1A 0L8, or any other CBSA location within the National Capital Region.

SECTION B – Applicable Basis of Payment

Refer to the Contract Annex B, Basis of Payment. TA is subject to a limitation of expenditure.

SECTION C – Cost Breakdown of Task

 Requisition Number:
 1000357869
 Cost Centre:
 3330-820-40

 Purchase Order:
 TBC
 Fund:
 2001

 Outline Agreement:
 474198904
 WBS (if applicable):
 C-00071-22-06

Category and Name of Resource	Firm Per Diem Rate	Estimated # of Days	Total Cost
Category: Project Manager, Senior Name: Imran Siwani			\$63,000
Category:			
Name:			
Category:			
Name:			
Category:			
Name:			
	Subtotal Profe	essional Fees:	\$63,000
		HST:	\$8,190
		Total:	\$71,190

SECTION D – Applicable Method of Payment

For the Work specified in an authorized TA subject to a limitation of expenditures:

Canada will pay the Contractor on a monthly basis for work performed during the month covered by the invoice in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work performed has been accepted by Canada.

The Contractor accepts to be paid using any of the following Electronic Payment Instruments:

- d. a. Direct Deposit (Domestic and International); and
- e. b. Wire Transfer (International Only).

Name of Project Authority - Nom du chargé de projet

Refer to the Contract section 7.7 for invoicing instructions. Original and two copies to be sent to vendors-fournisseurs@cbsa-asfc.gc.ca.

Authorization - Authorization

By signing this TA, the Project Authority or the PSPC Contracting Authority or both, as applicable, certify(ies) that the content of this TA is in accordance with the Contract.

En apposant sa signature sur cette AT, le chargé de projet ou l'autorité contractante de SPAC ou, s'il y a lieu, les deux, atteste(nt) que le contenu de cette AT respecte les conditions du contrat.

ANNEX E, TASK AUTHORIZATION FORM

Contract Number	47419-208904/001/ZV		
Task Authorization (TA) Number	TA 09		
Contractor's Name and Address			
ADRM TECHNOLOGY CONSULTING GROUP C	ORP		
1052 St-Laurent Blvd, Unit #2			
Ottawa, Ontario			
K1K3B4 Canada			
Total Estimated Cost of Task (Applicable Taxes e	extra) before	\$71,190	
any revisions:			
TA Revisions Previously Authorized			
Instructions to the TA Authority: the information for the			
ascending order of assigned revision numbers (the first			
etc.). If no increase or decrease was authorized, enter \$0			
TA Revision Number:		rease or Decrease (Applicable Taxes	
	extra) \$		
TA Revision Number:			
TA Nevision Number.	extra)	ease of Decrease (Applicable Taxes	
	\$		
TA Revision Number:	Authorized Increase or Decrease (Applicable Taxes		
	extra)		
	\$		
TA Revision Number:	Authorized Inci	rease or Decrease (Applicable Taxes	
	extra)		
TAB :: N I	\$		
ΓA Revision Number: Authorized Increase or Decrease (Applicable Taxes extra)			
\$			
New TA Revision	Ψ		
Instructions to the TA Authority: the first revision must be identified as No. 1, the second as No. 2, etc. If no increase			
or decrease is authorized, enter \$0.00.	oe ideliulied as NO	. 1, the second as No. 2, etc. if no increase	
TA Revision Number:	Authorized Inci	rease or Decrease (Applicable Taxes	
extra)			
	\$	_	
Total Estimated Cost of Task (Applicable Taxes			
extra) after this revision: \$			
Contract Security Requirements (as applicable	e)		
This task includes security requirements:			
□ No			
☑ Yes. Refer to the Security Requirements Checklist (SRCL) in the contract.			
Remarks: Secret Clearance required.			
nemana. Ocoret Olcarance required.			

Required Work

SECTION A – Task Description of the Work Required

Background:

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Resource requirements

In terms of this specific requirement, CBSA requires the services of:

Number	Resource Category	
	Project Leader/Executive, Senior	
1	Project Manager, Senior	
	Business Architect, Senior	
	Business Architect, Intermediate	
	Change Management Consultant, Senior	
	Change Management Consultant, Intermediate	
	Business Process Consultant, Senior	
	Business Process Consultant, Intermediate	
	Business Consultant, Senior	
	Business Consultant, Intermediate	
	Business Consultant, Junior	

Tasks

The Contractor must perform the following tasks:

- Plan and coordinate project management activities including financial, planning and reporting aspects;
- Plan, direct and control the activities of a project team in order to meet project objectives for scope, costs, schedule and quality. The Project Delivery Division projects are multi-departmental, and this work includes overseeing and directing (in such a way that respects departmental mandates) the project activities of Other Government Department (OGD) partners, as appropriate;
- Develop and/or review and provide feedback on various project artefacts (e.g., project management plans, charts, tables, diagrams and presentations when required) for reporting purposes and/or to assist in identifying/resolving project issues;
- Prepares briefings, project status reports and dashboards on an ongoing basis, including gating documents and official project artefact to Treasury Board Secretariat;

- Monitor the design and implementation of the project against established goals, objectives and milestones;
- Create and maintain project risk, issue and change management plans as well as logs/registers on an ongoing basis. This includes leading ongoing risk/issue/change management and monitoring activities with CBSA and OGD partners;
- Develop and provide input into the project schedule on an ongoing basis. This
 includes meeting with stakeholders and other project managers, as required;
- Develop and deliver presentations and lead discussions of project progress and issues at various levels of governance committees (eg, Manager, Director, Director General, etc);
- Develop, plan, analyze, evaluate and prioritize deliverables and requirements, especially as new priority elements come into play;
- Determine and obtain budgetary requirements related to the project;
- Develop and maintain project control and reporting procedures and manage changes to plans;
- Coordinate, draft and prepare for signature formal project documents and reports; and
- Prepare transition and evaluation plans and conduct lessons learned exercises.

Deliverables and Associated Schedule:

Lead, coordinate and provide input into the dashboard and summary report for the project using approved templates (MS Excel and Word);	monthly basis
Update and maintain the project schedule using approved templates (MS Project, Excel, etc., as directed);	bi-weekly basis, or sooner if developments arise
Update and maintain the risk, issue and change request logs using MS Word and MS Excel;	bi-weekly basis, or sooner if developments arise
Develop the presentations and supporting documents for projet gate meetings using the approved templates (MS Powerpoint and other artefacts in MS Word and Excel);	by the dates specified in the project schedule
Develop project briefing material (eg, project plans) for executive level governance committees, and present at these committees;	as requested
Lead and coordinate meetings with project stakeholders, including the preparation and presentation of material;	on a bi-weekly basis or as meetings are held
Develop and provide progress reports to the manager;	bi-weekly basis
Develop plans, charts, tables, diagrams, dashboards and other reports presenting the status of the project;	as needed

Status and Progress Reports;	weekly basis
Ensure knowledge transfer via presentations and list of key documents.	ongoing

Format of deliverables

- Meetings, working groups, committees, boards with the project team as well as internal and external stakeholders.
- Documents using various Microsoft suite applications (Project, Visio, Powerpoint, Word, Excel, etc.) as well as emails via Outlook.
- Presentations for senior executives, including dashboards, risk/issue registers, presentations, and other formats as required. Includes verbal and written briefings.

Period of services

From: September 13, 2021 To: December 23, 2021

Work location

Contractor may be asked to work or attend meetings at CBSA offices at 100 Metcalfe Street, Ottawa, ON K1A 0L8, or any other CBSA location within the National Capital Region.

SECTION B – Applicable Basis of Payment

Refer to the Contract Annex B, Basis of Payment. TA is subject to a limitation of expenditure.

SECTION C – Cost Breakdown of Task

 Requisition Number:
 1000357869
 Cost Centre:
 3330-820-40

 Purchase Order:
 TBC
 Fund:
 2001

 Outline Agreement:
 474198904
 WBS (if applicable):
 C-00071-22-06

Category and Name of Resource	Firm Per Diem Rate	Estimated # of Days	Total Cost
Category: Project Manager, Senior	*		\$63,000
Name:			
Category:			
Name:			
Category:			
Name:			
Category:			
Name:			
	Subtotal Profe	essional Fees:	\$63,000
		HST:	\$8,190
		Total:	\$71,190

SECTION D – Applicable Method of Payment

For the Work specified in an authorized TA subject to a limitation of expenditures:

Canada will pay the Contractor on a monthly basis for work performed during the month covered by the invoice in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract:
- b. all such documents have been verified by Canada;
- c. the Work performed has been accepted by Canada.

The Contractor accepts to be paid using any of the following Electronic Payment Instruments:

- d. a. Direct Deposit (Domestic and International); and
- e. b. Wire Transfer (International Only).

Name of Project Authority - Nom du chargé de projet

Refer to the Contract section 7.7 for invoicing instructions. Original and two copies to be sent to vendors-fournisseurs@cbsa-asfc.gc.ca.

Authorization - Authorization

By signing this TA, the Project Authority or the PSPC Contracting Authority or both, as applicable, certify(ies) that the content of this TA is in accordance with the Contract.

En apposant sa signature sur cette AT, le chargé de projet ou l'autorité contractante de SPAC ou, s'il y a lieu, les deux, atteste(nt) que le contenu de cette AT respecte les conditions du contrat.

Geneviève Binet		
Signature	Date	Sept. 7, 2021
Name of PSPC Contracting Authority – Nom de l'autorité contractante Robin St-Louis	de SPA	AC .
Signature	Date	
Name of Contracting Authority for CBSA – Nom de l'autorité contractar Nancy Cleroux CLEROUX NANCY Digitally signed by CLEROUX NANCY DN: G-ea, O-gc, OU-ccra-adrc, OU-FERSONNEL, ON-CLEROUX NANCY Signature NANCY Signature	nte de l' Date	ASFC
	Build	
Contractor's Signature - Signature de l'entrepreneur		
Name and title of individual authorized to sign for the Contractor – Non autorisée à signer au nom de l'entrepreneur	n et titre	e de la personne
Signature	Date	



Travaux publics et Services gouvernementaux Canada

Purchasing Office - Bureau des achats:

Professional Services Division (ZV)/Division des Services Professionnels(ZV) Les Terrasses de la Chaudière 10, rue Wellington, 4th floor Gatineau Quebec K1A0S5

Title - Sujet TSPS - Strategic Advisor			
Contract No N° du contrat Date		Date	
47419-208904/001/ZV		2020-12-24	
Client Reference No N° do 1000348904	e référence du client		
Requisition No N° de la d	emande		
47419-208904			
File No N° de dossier CCC No./N° CCC - FMS No./N° VME			
005zv.47419-208904			
			GST/HST TPS/TVH
Patrick Boucher / 160000000 / 201/			
F.O.B F.A.B. Destination			
GST/HST - TPS/TVH	Duty - Droits		
See Herein - Voir ci-inclus	See Herein - Voir ci-incl	us	
Destination - of Goods, Ser	vices, and Construction:		

CONTRACT - CONTRAT

Your proposal is accepted to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price or prices set out therefor.

Nous acceptons votre proposition de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans les présentes, et aux annexes ci-jointes, les biens, services et construction énumérés dans les présentes, et sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

This document contains a security requirement

Invoices - Original and two copies to be sent to:
Factures - Envoyer l'original et deux copies à:
CANADA BORDER SERVICES AGENCY
2E ETAGE, #260-01
105, RUE MCGILL
Vendors-fournisseurs@cbsa-asfc.gc.c
MONTREAL
Quebec
H2Y2E7

Destination - des biens, services et construction:

Specified Herein

Précisé dans les présentes

Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur

874454911PG0001 ADRM TECHNOLOGY CONSULTING GROUP CORP 1052 St-Laurent Blvd Unit #2 Ottawa Ontario K1K3B4

Operating as: ADRMTEC

Canada

Address Enquiries to: - Adresser toutes questions à:		Buyer ld - ld de l'acheteur
St-Louis, Robin		005zv
Telephone No N° de téléphone (613) 858-6185 ()	FAX No N°	de FAX
Total Estimated Cost - Coût total estimatif \$4,633,000.00	Currency Typ CAD	oe - Devise
		D: 2 II

For the Minister - Pour le Ministre StLouis. Rol

StLouis, Robin Digitally signed by: StLouis, Robin DN: CN = StLouis, Robin C = CA O = GC OU = DN: CN = StLouis, Robin C = CA O = GC OU = Date: 2020 12:24 10:29:15-05:00'



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Amd. No. - N $^{\circ}$ de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

7.1 Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work in Annex A.

7.1.1 Task Authorization

- **A.** Work described at Annex A, Statement of Work will be performed under the Contract on an "as and when requested basis".
- **B.** With respect to the Work mentioned under paragraph A of this clause,
 - 1. an obligation will come into force only when the Contractor receives a Task Authorization (TA), inclusive of any revisions, authorized and issued in accordance with this clause, and only to the extent designated in the authorized TA;
 - 2. the TA Authority and limit will be determined in accordance with paragraph C of this clause;
 - 3. the Contractor must not commence work until a TA, inclusive of any revisions, has been authorized and issued in accordance with the Contract. The Contractor acknowledges that work performed before a TA, inclusive of any revisions, has been authorized and issued in accordance with the Contract will be done at the Contractor's own risk and expense;
 - 4. the task description, inclusive of any revisions, included in an authorized TA must fall within the scope of the Statement of Work, in Annex A; and
 - 5. the TA, inclusive of any revisions, will be authorized under the Contract through the use of Annex D, Task Authorization Form. An authorized TA is a completed Annex D signed by the TA Authority.

C. TA Authority and Limit

The Project Authority may authorize individual TAs inclusive of any revisions up to a limit of \$200,000.00 Applicable Taxes extra. Any TA the total value of which would exceed that limit or any revision to a previously authorized TA that would increase the TA total value above that limit must be authorized by the Contracting Authority before issuance to the Contractor.

D. The authority specified under paragraph C of this clause is granted subject to the sum specified in the Contract under clause 7.6.2 (Canada's Total Liability, Cumulative Total of all authorized TAs) not being exceeded.

E. TA Process

For each task or revision of a previously authorized task, the Project Authority will provide the Contractor with a request to perform a task prepared using Annex A, Task Authorization Form, containing as a minimum:

- o the task or revised task description of the Work required, including:
 - the details of the activities or revised activities to be performed;
 - a description of the deliverables or revised deliverables to be submitted; and
 - a schedule or revised schedule indicating completion dates for the major activities or submission dates for the deliverables, or both, as applicable;
- the Contract security requirements applicable to the task or revised task;
- the Contract basis (bases) of payment applicable to the task or revised task; and

Solicitation No. - N $^\circ$ de l'invitation 47419-208904 Client Ref. No. - N $^\circ$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

the Contract method(s) of payment applicable to the task or revised task.

- **F.** Within 5 calendar days of its receipt of the request, the Contractor must provide the Project Authority with a signed and dated response prepared and submitted using the TA form received from the Project Authority, containing as a minimum:
 - 1. the total estimated cost proposed for performing the task or, as applicable, revised task;
 - 2. a breakdown of that cost in accordance with Annex A; and;
 - 3. for each resource proposed by the Contractor for the performance of the Work required:

the name of the proposed resource; the resume of the proposed resource; and a demonstration that the proposed resource meets: the Contract security requirements;

G. TA Authorization

- 1. The TA Authority will authorize the TA based on:
 - the request submitted to the Contractor pursuant to paragraph E of this clause;
 - the Contractor's response received, submitted pursuant to paragraph F of this clause;
 and
 - the agreed total estimated cost for performing the task or, as applicable, revised task.
- H. Minimum Work Guarantee All the Work Authorized TAs
 - 1. "Maximum Contract Value" means the sum specified in Contract clause 7.6.2 (Canada's Total Liability, Cumulative Total of all authorized TAs); and "Minimum Contract Value" means a fixed amount of \$5,000.00
 - 2. Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with paragraph I.3 of this clause. In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract period to perform the Work. Canada's maximum liability for Work requested in authorized TAs, performed by the Contractor and accepted by Canada must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.
 - 3. In the event that Canada does not request Work in the amount of the Minimum Contract Value during the period of the Contract, Canada must pay the Contractor the difference between the Minimum Contract Value and the cost of the Work requested in authorized TAs, performed by the Contractor and accepted by Canada.
 - 4. Canada will have no obligation to the Contractor under this clause if Canada terminates the Contract in whole or in part for default.
- I. Periodic Usage Reports Contracts with TAs
 - 1. The Contractor must compile and maintain detailed and current data on its performance of Work required and requested under TAs (inclusive of any revisions) authorized and issued under the Contract.
 - 2. No later than 15 calendar days after the end of each of the reporting periods below, the Contractor must submit to the Contracting Authority and Project Authority a periodic usage report containing, in an electronic spreadsheet (such as MSOffice Excel), the data elements specified in

Solicitation No. - N° de l'invitation 47419-208904 Client Ref. No. - N° de réf. du client 1000348904

Amd. No. - N° de la modif. File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv

CCC No./N° CCC - FMS No./N° VME

paragraphs J.3 and J.4 of this clause in the order they are presented. Where at the end of a reporting period, no changes are required to be made to the data contained in the periodic usage report submitted for the previous period, the Contractor must submit a "NIL" report to the Contracting Authority and Project Authority.

The reporting periods are defined as follows:

1st quarter: April 1 to June 30: 2nd guarter: July 1 to September 30: 3rd guarter: October 1 to December 31; and 4th quarter: January 1 to March 31.

- 3. For each TA authorized and issued under the Contract, the data must contain the following data elements in the order presented:
- the TA number appearing on the TA form; 0
- the date the task was authorized appearing on the TA form; 0
- the total estimated cost of the task (Applicable Taxes extra) before any revisions appearing 0 on the TA form;
- the following information appearing on the TA form must be included for each authorized 0 revision, starting with revision 1, than 2, etc.;
- the TA revision number: 0
- the date the revision to the task was authorized; 0
- the authorized increase or decrease (Applicable Taxes extra); 0
- the total estimated cost of the task (Applicable Taxes extra) after authorization of the revision;
- the total cost incurred for the task (as last revised, as applicable), Applicable Taxes extra;
- the total cost incurred and invoiced for the task (as last revised, as applicable), Applicable Taxes extra:
- the total amount of Applicable Taxes invoiced; 0
- the total amount paid, Applicable Taxes included; 0
- the start and completion date of the task (as last revised, as applicable); and
- the active status (i.e., the percentage of the work completed) of the task (as last revised, as applicable) with an explanation (as applicable).
- 4. For all TAs authorized and issued under the Contract, the data must contain the following data elements in the order presented:
- the sum (Applicable Taxes extra) specified in clause 7.6.2, Canada's Total Liability, 0 Cumulative Total of all Authorized TAs, as last amended;
- the total cost incurred for all authorized tasks inclusive of any revisions, Applicable Taxes 0
- the total cost incurred and invoiced for all authorized tasks inclusive of any revisions, \bigcirc Applicable Taxes extra;
- the total amount of Applicable Taxes invoiced for all authorized tasks inclusive of any 0 revisions: and
- the total amount paid for all authorized tasks inclusive of any revisions, Applicable Taxes 0 extra.

Amd. No. - N $^{\circ}$ de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

J. Administration of the TA Process

The administration of the TA process will be carried out by CBSA's project authority. This process includes: monitoring, controlling and reporting on expenditures of the Contract to the Contracting Authority.

7.2 Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the <u>Standard Acquisition Clauses and Conditions Manual</u> (https://buyandsell.gc.ca/policy-and-guidelines /standard-acquisition-clauses-and-conditions-manual) issued by Public Works and Government Services Canada.

7.2.1 General Conditions

2035 (2018-06-21), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

7.2.2 Inspection and Acceptance

The Project Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

7.3 Security Requirement

- **7.3.1** The following security requirement (SRCL and related clauses provided by the <u>Contract Security</u> Program apply and form part of the Contract:
 - 1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer/Supply Arrangement, hold a valid Facility Security Clearance at the level of Secret, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC)
 - The Contractor/Offeror personnel requiring access to protected/classified information, assets or sensitive work site(s) must EACH hold a valid personnel security screening at the level of Reliability Status, Confidential or Secret as required, granted or approved by CISD/PWGSC
 - 3. The Contractor/Offeror must not remove any protected/classified information from the identified work site(s), and the Contractor/Offeror must ensure that its personnel are made aware of and comply with this restriction
 - 4. Subcontracts which contain security requirements are not to be awarded without the prior written permission of CISD/PWGSC
 - 5. The Contractor/Offeror must comply with the provisions of the:
 - 1. Security Requirements Check List and security guide (if applicable), attached at Annex C
 - 2. Industrial Security Manual (Latest Edition).

7.4 Term of Contract

7.4.1 Period of the Contract

The period of the Contract is from Date of Contract to December 23, 2021.

Amd. No. - N $^{\circ}$ de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

7.4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two (2) additional one (1) year period(s) under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least 15 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

7.5 Authorities

7.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Robin St-Louis Title: Contracting Officer

Public Works and Government Services Canada

Acquisitions Branch

Directorate: Professional Services Procurement Directorate

Address: 10 Wellington Street, 5th floor

Telephone: 613-858-6185

E-mail address: robin.st-louis@tpsgc-pwgsc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

7.5.2 Project Authority

The Project Authority for the Contract is:

Name: Geneviève Binet Title: Director General

Organization: Canada Border Services Agency

Address: 191 Laurier Avenue, Ottawa, Ontario, K1A 0L8

Telephone: 613-290-0806

E-mail address: geneviève.binet@cbsa-asfc.gc.ca

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority; however, the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

7.5.3 Contractor's Representative

Name:

Title:

ADRM Technology Consulting Group Corp.

Address: 1052 St-Laurent Blvd, Unit #2, Ottawa, Ontario, K1K 3B4

Telephone: E-mail address:

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

7.6 Payment

7.6.1 Basis of Payment

TA subject to a Limitation of Expenditure

The Contractor will be paid for its costs reasonably and properly incurred in the performance of the Work specified in the authorized TA in accordance with the basis of payment in Annex B to the limitation of expenditure specified in the authorized TA.

Canada's total liability to the Contractor under the authorized TA must not exceed the limitation of expenditure specified in the authorized TA. Customs duties are included and Applicable Taxes are extra.

No increase in the liability of Canada or in the price of the Work specified in the authorized TA resulting from any design changes, modifications or interpretations of the Work specified in the authorized TA will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been authorized, in writing, by the TA Authority before their incorporation into the Work specified in the authorized TA. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written authorization of the TA Authority. The Contractor must notify the TA Authority in writing as to the adequacy of this sum:

- (a) when it is 75 percent committed, or
- (b) four (4) months before the final delivery date specified in the authorized TA, or
- (c) as soon as the Contractor considers that the authorized TA funds are inadequate for the completion of the Work specified in the authorized TA,

whichever comes first.

If the notification is for inadequate authorized TA funds, the Contractor must provide to the TA Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

7.6.2 Canada's Total Liability

Limitation of Expenditure - Cumulative Total of all authorized TAs

- A. Canada's total liability to the Contractor under the Contract for all authorized TAs, inclusive of any revisions, must not exceed the sum of \$4,100,000.00. Customs duties are included and the Applicable Taxes are extra.
- B. No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
- C. The Contractor must notify the Contracting Authority, in writing, as to the adequacy of this sum:
 - 1. when it is 75 percent committed, or
 - 2. four (4) months before the Contract expiry date, or
 - 3. as soon as the Contractor considers that the sum is inadequate for the completion of the Work requested in all authorized TAs inclusive of any revisions, the applicable basis of payment of which is limitation of expenditure contract clause 7.6.1, TA subject to a Limitation of Expenditure,

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904 Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

whichever comes first.

D. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

7.6.3 Method of Payment

For the Work specified in an authorized TA subject to a limitation of expenditures:

Canada will pay the Contractor on a monthly basis for work performed during the month covered by the invoice in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work performed has been accepted by Canada.

7.6.4 SACC Manual Clauses

A9117C (2007-11-30), T1204 - Direct Request by Customer Department

7.6.5 Electronic Payment of Invoices - Contract

The Contractor accepts to be paid using any of the following Electronic Payment Instruments:

- a. Direct Deposit (Domestic and International); and
- b. Wire Transfer (International Only).

7.6.6 Discretionary Audit

C0705C (2010-01-11), Discretionary Audit

7.7 Invoicing Instructions

 The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

Each invoice must be supported by:

- a. a copy of time sheets to support the time claimed;
- b. a copy of the release document and any other documents as specified in the Contract;
- c. a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses;
- d. a copy of the monthly progress report.

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Invoices must be distributed as follows:

- a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment; and OR
- b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

7.8 Certifications and Additional Information

7.8.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

7.8.2 Federal Contractors Program for Employment Equity - Default by the Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid List" available at the bottom of the page of the Employment and Social Development Canada (ESDC) - Labour's website (https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#). The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

7.9 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

7.10 Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- (a) the Articles of Agreement;
- (b) the general conditions 2035 (2018-06-21), General Conditions Higher Complexity Services;
- (c) Annex A Statement of Work;
- (d) Annex B Basis of Payment:
- (e) Annex C Security Requirements Check List;
- (f) Annex D Insurance Requirements:
- (g) the signed Task Authorizations (including all of its annexes, if any);
- (h) Contractor's Supply Arrangement E60ZT-18TSPS; and
- (i) the Contractor's bid dated February 3, 2020.

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

7.11 Insurance Requirements

The Contractor must comply with the insurance requirements specified in Annex D. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. Coverage must be placed with an Insurer licensed to carry out business in Canada. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

7.12 Additional Resources

The Contractor grants to Canada the irrevocable option to acquire additional resource(s) described at Annex A of the Contract under the same conditions and at the rates stated in the Contract.

Additional Resources Process

- 1. The Project Authority will provide the Contractor with the request to acquire additional resource(s).
- The request to acquire additional resource(s) will contain details such as, the number of required additional resource(s), the preferred start date and a description of the major tasks to be performed.
- 3. The Contractor must provide the Project Authority, within 5 calendar days of its receipt, the qualifications and experience of the proposed additional resource(s). Each additional resource(s) will be assessed against the Attachment 1 to Part 4, Flexible Grid and the Attachment 2 to Part 4, Technical Criteria. If the required number of additional resource(s) cannot be fully met by the Contractor, the required resources will be procured using another method of procurement.

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

ANNEX A, STATEMENT OF WORK

1. Title

Advisory services to support the Canada Border Services Agency (CBSA) and its Chief Transformation Officer in the stewardship and delivery of a suite of enterprise-wide transformational projects and activities.

2. Objective

The objective is to establish a high level road map and performance measurement framework in support of the Agency's transformation vision and strategy, and to provide project management support when required to specific projects from the portfolio of the transformation related projects.

Success in this regard will be defined by the ability of the CBSA to:

- Organize, manage, and drive the Agency's transformation related projects in an integrated fashion;
- b. Establish a transformation performance measurement framework with outcomes and indicators; and,
- c. Assist in the management and delivery of specific transformation projects by providing advisory services.

3. Background

The CBSA is responsible for border management that contributes to the safety and security of Canada and facilitates the flow of persons and goods, thereby contributing to Canada's prosperity. The CBSA is faced with both increasing border volumes and increasing complexity in its operating environment. These external drivers require a shift in the Agency's operating model towards risk-based compliance and the use of emerging technology to expedite the flow of legitimate goods and people and more precisely identify higher risk transactions for greater scrutiny.

The Chief Transformation Officer (CTO) Branch was created at the start of 2018-19 with a mandate to provide overarching leadership on the Agency's journey to transform, renew and modernize its business processes. This includes setting strategic direction and priorities and identifying the interdependencies and sequencing of the various strategic and tactical initiatives across the organization.

The Agency has a transformation vision and high-level strategy, along with several in-flight and recently approved projects that will begin to shift the Agency's operating model. The CTO has a need for a coherent storyline, unified vision and an implementation roadmap for modernization that takes into account in-flight and planned activities, while highlighting interdependencies and potential gaps. The CTO also has a need for advice and expertise on the further development and implementation of vision and an implementation roadmap for modernization.

Additionally, the CTO may require on-demand advice related to business process change and reengineering advice to support management and delivery of individual projects within the portfolio of transformation activities.

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

4. Scope

The Office of the CTO will require support throughout the delivery of its transformational strategy and associated projects, initiatives and activities. Services from the Contractor may include the provision of resources to support and supplement the Office of the CTO by way of project management, business process re-engineering, change management, and/or performance measurement services.

5. Tasks and Deliverables

The actual scope of the specific work will be detailed in a TASK Authorization (TA).

Contracted individuals would work with the Director, Transformation Delivery, within the CTOB to lead a task team, consisting of consultants and CBSA employees who will be dedicated to the following tasks and the development and iteration of the following deliverables identified below.

Tasks:

- Project manage the task team.
- Consult with senior executives from across the agency to ensure requirements and expectations are well understood and reflected in the deliverables as required.
- Facilitate workshops with stakeholders from across the Agency to solicit input on the direction and structure of the transformation program and the key deliverables.
- Review and analyze existing transformation strategies and plans.
- Review and analyze existing transformation project plans and associated documents.
- Prepare and present a transformation storyline and briefing materials to executives as required.
- Prepare deliverables and ensure outputs are cohesive and compelling.
- Provide strategic advisory services to the executives in the CTOB as required.

Deliverables may include:

- Logic Model
- · Results framework
- · Prioritization framework
- Transformation Program Registry
- Graphical representation of dependencies and interrelationships
- Operational Delivery model
- Integrated Plan
- Transformation Office Concept of Operations
- Storyline Deck

Additionally, CBSA may require the following resources in support of the CBSA transformational activities and projects. Call-up of resources will be done through the issuance of Task Authorizations (TAs) in which details of specific level of effort and deliverables will be agreed to. These activities are expected to include:

Project Leader/Executive, Senior

CBSA requires the services of a Project Leader/Executive to support the CBSA transformation portfolio of projects and project teams. The Project Leader/Executive must provide overall oversight, guidance and advice on all matters associated with the transformation portfolio and specific projects identified in the task authorization.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

- Provide oversight to the active engagement of stakeholders and change management in the successful implementation of the identified projects.
- Development of strategic portfolio and project documents, including, but not limited to, strategies and plans, charters, risk mitigation strategies, and roadmaps;
- Recommend the readiness for approval of each project charter and project management plan:
- Transfer functional and technical knowledge to the departmental project teams through individual and group training, demonstrations, written instructions, and documents on an ongoing basis throughout the life of the project; and,
- Provide strategic advice and guidance to CBSA senior executives via presentations on the effective management and execution of the transformation agenda.

Deliverables will be specified at time of the issuance of the TA but could include:

- A work plan for the activities to be undertaken;
- Report on activities undertaken including the following:
- Activities completed within the reporting period;
- Planned activities for the next reporting period:
- Risks/issues that will require the attention of the Project Authority; and
- · Corrective actions required.

Project Manager, Senior

CBSA requires the services of a Project Manager to support the CBSA transformation portfolio of projects and project teams. The Project Manager must provide overall oversight, guidance and advice on all matters associated with the transformation portfolio and specific projects identified in the task authorization.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Develop and produce key project phases / deliverables
- Project plans, status updates and presentations as required
- Other deliverables related to this role as required by the Project Authority
- Develop and produce integrated project plans
- Create Key Performance Indicators (KPIs)
- Provide advice, support on the development of project plans for Functional Leads of the nine business functions
- Develop and produce dashboards and program monitoring tools
- Create and develop reports that include lessons learned
- Support the Project Authority by developing presentations and briefing material intended for senior CBSA management

Deliverables will be specified at time of the issuance of the TA but could include:

- Manage the project during the development, implementation and startup by ensuring that
 resources are made available and that the project is developed and is fully operational
 within previously agreed time, cost and performance parameters
- Formulate statements of problems; establish procedures for the development and implementation of significant, new or modified project elements to solve problems, and obtain necessary approvals
- Define and document the objectives for the project; determine budgetary requirements, the composition, roles and responsibilities
- Report progress of the project on an ongoing basis and at scheduled points in the life cycle
- Meet in conference with stakeholders and other project managers and states problems in a form capable of being solved
- Prepare plans, charts, tables and diagrams to assist in analyzing or displaying problems; work with a variety of project management tools

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Project sign-off

Business Architect, Senior

CBSA requires the services of a Business Architect to provide leadership in the approach and management of CBSA's transformation. The Business Architect must provide an integrated architectural perspective on transformation, including portfolio, project, change, performance, and architecture management, according to detailed business transformation architecture requirements outlined in specific Task Authorizations.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Lead the business transformation architecture activities;
- Provide strategic advice and guidance in establishing the Transformation Office, including definition of functions, processes, and capabilities.
- Lead in the development of business transformation design and architecture, business transformation architecture standards definition and application of business transformation processes:
- Responsible for the analysis of the current state business processes and development of future state business process models
- Identify opportunities for performance improvement
- · Conduct change impact assessments
- Development implementation and change management plans
- Lead teams through program and service design engagements
- Facilitate multi-stakeholder workshops to support the definition and planning of transformation implementation
- Provide knowledge transfer, coaching and/or training to CBSA staff as required.

Deliverables will be specified at time of the issuance of the TA but could include:

- Transformation program registry and architecture
- Organizational design documents (functions, processes, capabilities)
- Transformation strategy, roadmap, and plan
- Business model(s) and Target Operating Model(s)
- · Change impact assessments
- · Change management strategy and plan
- Business process documentation
- Facilitated workshops (including all plans and materials)
- Performance measurement framework

Business Architect, Intermediate

CBSA requires the services of a Business Architect to provide support in the approach and management of CBSA's transformation. The Intermediate Business Architect supports the Senior Business Architect and provides an integrated architectural perspective on transformation, including portfolio, project, change, performance, and architecture management, according to detailed business transformation architecture requirements outlined in specific Task Authorizations.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Support the business transformation architecture activities:
- Provide advice and guidance in establishing the Transformation Office, including definition of functions, processes, and capabilities.

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

- Assist in the development of business transformation design and architecture, business transformation architecture standards definition and application of business transformation processes;
- Analyze current state business processes and develop future state business process models
- Identify opportunities for performance improvement
- · Conduct change impact assessments
- Development implementation and change management plans
- Support teams through program and service design engagements
- Facilitate multi-stakeholder workshops to support the definition and planning of transformation implementation

Deliverables will be specified at time of the issuance of the TA but could include:

- Transformation program registry and architecture
- Organizational design documents (functions, processes, capabilities)
- Transformation strategy, roadmap, and plan
- Business model(s) and Target Operating Model(s)
- · Change impact assessments
- Change management strategy and plan
- Business process documentation
- Facilitated workshops (including all plans and materials)
- · Performance measurement framework

Change Management Consultant Senior

CBSA requires the services of Change Management Consultants to support the CBSA Transformation. The primary requirement is to support the people side of change, creating a structured change management implementation strategy so that there is consistency in adopting change for employees impacted by the change, and when appropriate the project teams. The Change Management Consultant must provide overall advice on all matters associated with change management associated with the specific project identified in the Task Authorization.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Identify the most expected and potential points of resistance to change. Develop counter strategies to reduce the resistance and address the doubts and uncertainty surrounding the change to foster a positive acceptance of change;
- Create specific change management plans with respect to training and orientation of employees for each major change/project;
- Develop a detailed work plan based on the change agenda and how the various changes will need to be implemented;
- Establish parameters to measure the early adoption, effective utilization and proficiency to new change initiatives for individual employees and organizational units;
- Conduct an assessment of change impact and requirements;
- Identify deviations in performance from the change standards and implement strategies for corrective action to achieve full organizational adoption to change;
- Develop a change management and communications strategy and plan for each project;
 and
- Transfer functional and technical knowledge to the project team and client staff through individual and group training, demonstrations, written instructions and documents on an ongoing basis throughout the life of the project.
- Act in a senior advisory capacity to significantly increase the strategic nature and quality
 of change management and communications activities across all key stakeholder groups;
- Provide expert change management, communications and stakeholder engagement leadership for the project;

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

- Develop readiness assessment, gap analysis and management action plan for projects;
- Assist with organizational needs assessment and planning strategic change interventions and mitigation strategies to meet change objectives and goals, including establishing and supporting change agent networks internal or external to CBSA;
- Develop Change Sponsorship and Leadership competency-development strategies working in close collaboration with executive sponsors making linkages to existing leadership development models being used at CBSA;
- Lead and support the development of various communications and engagement products, including presentations, communiqués, announcements, briefings, speaking points, questions and answers, web content, press releases, social media updates;
- Align the communication plans with the overall change management strategy;
- Review and assess existing communications collateral and provide clear recommendations on improvements;
- Coach leaders to help them work through the implications of change and to become
 effective leaders and sponsors of change;
- In support of the change leadership plan, attend CBSA Senior Executive, as well as other
 meetings, as required and support and engage senior leaders, managers and
 supervisors, to fulfill the role of change sponsor to help their direct reports through
 transitions;
- Develop and implement processes to measure the effectiveness of change management and leadership efforts to ensure measurable improvements in managing and leading change and its impact on stakeholders in transformation initiatives. As part of this work, support the development of and maintain People Readiness assessments for transformation programs – both from a client and CBSA perspective, in collaboration with the Chief Transformation Officer Branch;
- Provide executive advice to the President, CTO, Vice Presidents and Directors General on strategy for engaging senior government officials and positioning the CBSA Renewal Project's new service delivery model;
- Develop project-specific change management, communications and engagement plans and key messages based on diagnostic and gap identification;
- Develop the overarching change management, communications and engagement strategy and key messages;
- Design and implement communications activities that are aligned to existing CBSA management frameworks and project plans in continuing support of CBSA's transformation agenda;
- Develop presentations and other products for senior management and stakeholder groups as required.
- Provide guidance and oversight to CBSA Renewal change management, communications and engagement activities and processes.

Deliverables will be specified at time of the issuance of the TA but could include:

- Development and delivery of a change management plan;
- Interview guides and supporting workshop materials;
- A change impact assessment including a comprehensive stakeholder analysis;
- A change management strategy and plan including cost estimates, change implementation schedule and roles and responsibilities;
- Executive and staff level presentations for regular communications and product launch purposes; and
- Ad hoc presentations and reports as requested by the Project Authority and within the approved work plan.

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Change Management Consultant Intermediate

This resource will provide change management and stakeholder engagement support to the CTOB and to CBSA Renewal initiatives, as coordinated by the CTOB.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Provide assistance to the Project Authorities for the scheduling of change management and change leadership activities, change management deliverables and their dependencies into the Project Schedules.
- Develop, prepare and maintain the following deliverables according to the Project Schedules:
 - · Change management strategies;
 - Change Leadership Strategy
 - · Change management plans;
 - · Stakeholder assessments;
 - Change impact assessments;
 - Stakeholder engagement strategies;
 - Stakeholder engagement plans;
 - Communications strategies
 - Communications action plans
 - Partners and clients organizational capacity assessments;
 - Partners and clients organizational readiness assessments and plans;
 - Workforce management strategy and other departmental and government wide initiatives supporting people (such as Beyond 2020 and PSES);
 - Engagement reporting; and
 - Change management toolkits.
- Ensure the change initiatives are scheduled in the forward agendas of the various CBSA Governance bodies, progress tracked, monitored and approved, as needed
- Support any Change Agent Network or stakeholder-related meetings (logistics and management) for both partner and CBSA-led.
- Develop presentations for CBSA Governance bodies and ensure governance requirements and milestones are integrated into stakeholder engagement deliverables.
- Develop presentations to communicate findings, options, approaches and solicit decisions from executives, as required.
- Plan, coordinate and execute stakeholder engagement events, including but not limited to planning, facilitating, and reporting.
- Lead and support the development of various stakeholder engagement products including presentations, communiqués, announcements, briefings, speaking points, questions and answers, internet/intranet content, press releases, social media updates;
- Support coordination of communications and engagement activities.

Business Process Consultant, Senior

CBSA requires the services of a Business Process Consultant to document current and future state business processes in support of major projects as identified in each Task Authorization. The focus will be on defining current state process, identifying potential processes for streamlining, and providing a future state streamlined process. The Business Process Consultant must work closely with project authorities, business leads, and the project teams to identify and outline processes, provide advice on business requirements and implementation plans. The Business Process Consultant must provide overall advice on all business process re-engineering matters associated with the specific project identified in the Task Authorization.

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Review existing business processes and identify potential processes for streamlining;
- Provide recommendations to processes based on analysis of current processes and business needs:
- Work with the project team, business leads, and IT leads to identify opportunities for streamlining;
- Provide expert advice on business requirements, data flows, process design, and efficiencies to be gained through various process and workflow scenarios;
- Transfer functional and technical knowledge to the project team and client staff through individual and group training, demonstrations, written instructions and documents on an ongoing basis throughout the life of the project.

Deliverables will be specified at time of the issuance of the TA but could include:

- Current business processes and work flows;
- To be processes and work flows;
- Implementation plan based on analysis;
- Risks and mitigation strategies for proposed implementation plan;

Business Process Consultant, Intermediate

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Analyse business functional requirements to identify information, procedures and decision flows in order to optimize, streamline and accrue benefits for the CBSA
- Using business, workflow and organizational software tools
- Mapping existing processes and developing and mapping recommended new processes and changes as they relate to the Renewal/ Transformation Initiative

Deliverables will be specified at time of the issuance of the TA but could include:

- Current business processes and work flows:
- To be processes and work flows;
- Implementation plan based on analysis;
- Risks and mitigation strategies for proposed implementation plan;

Business Consultant, Senior

CBSA requires the services of a Business Consultant at the Senior level to provide leadership in the design of transformed program and service delivery as outlined in specific Task Authorizations.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- · Lead program and service design activities;
- Assist in the development of business transformation design and architecture, business transformation architecture standards definition and application of business transformation processes;
- Analyze current state business processes and develop future state business process models
- · Identify opportunities for performance improvement
- Develop implementation and change management plans
- Facilitate multi-stakeholder workshops to support the definition and planning of transformation implementation

Deliverables will be specified at time of the issuance of the TA but could include:

- Transformation strategy, roadmap, and plan
- Business model(s), Target Operating Model(s), and Service Model(s)

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

- Business process documentation
- Change management documentation
- · Facilitated workshops (including all plans and materials)

Business Consultant, Intermediate

CBSA requires the services of a Business Consultant at the Intermediate level to provide consulting services in the design of transformed program and service delivery as outlined in specific Task Authorizations.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Support program and service design activities;
- Analyze current state business processes and develop future state business process models
- Identify opportunities for performance improvement
- Develop implementation and change management plans
- Facilitate multi-stakeholder workshops to support the definition and planning of transformation implementation

Deliverables will be specified at time of the issuance of the TA but could include:

- Transformation strategy, roadmap, and plan
- Business model(s), Target Operating Model(s), and Service Model(s)
- Business process documentation
- Change management documentation
- Facilitated workshops (including all plans and materials)
- Performance measurement framework

Business Consultant, Junior

CBSA requires the services of a Business Consultant at the Junior level to provide consulting services in the design of transformed program and service delivery as outlined in specific Task Authorizations.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Assist program and service design activities;
- Analyze current state business processes and develop future state business process models
- Identify opportunities for performance improvement
- Development implementation and change management plans
- Facilitate multi-stakeholder workshops to support the definition and planning of transformation implementation

Deliverables will be specified at time of the issuance of the TA but could include:

- Transformation strategy, roadmap, and plan
- Business model(s) and Target Operating Model(s)
- Change management strategy and plan
- Business process documentation
- Facilitated workshops (including all plans and materials)

6. Acceptance Criteria of Deliverables

All deliverables shall be done with Microsoft Suite products, such as MS Project, MS Word, MS Excel and MS PowerPoint, Adobe Acrobat or other formats as mutually agreed upon by the supplier and the Project Authority.

Amd. No. - N $^{\circ}$ de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Deliverables will use plain language and messaging adapted for their intended audience.

7. Reporting Requirements

When a TA has been authorized, the resource must provide a weekly status report in MS Word electronically to the Project Authority outlining what work was undertaken during the reporting period, what work is still outstanding, and any issues or concerns that the resource wants to identify to the attention of the Project Authority.

The status reports must also be supported by a monthly detailed time sheet mapped to deliverables, using standard template.

8. Change Management Procedures

No increase in the total liability of Canada or in the price of Work resulting from any design changes, modifications or interpretations of specifications, made by the Contractor, will be authorized or paid to the Contractor unless such changes, modifications or interpretations, have been approved, in writing, by the Contract Authority, prior to their incorporation into the Work. The Contractor shall not be obliged to perform any work or provide any service that would cause the total liability of Canada to be exceeded, unless an increase is authorized by the Contract Authority.

9. Client Support

At no time is CBSA classified data to be accessed to or from the Contractor's IT systems through the use of a session or link (e.g. VPN) be permitted. The Contractor must comply with CBSA internal security policies, directives, standards, and guidelines at all times during the Contract.

CBSA's classified data is not to be removed from CBSA sites, nor will access to or from the Contractor's IT systems through the use of a session or link (e.g. VPN) be permitted.

The CBSA's working hours are between 07:00 to 18:00 Monday through Friday, except for Statutory Holidays where Government Offices are closed. These are core hours and are not representative of the Contractor's work day. All proposed personnel could be asked to be available to work outside normal office hours during the duration of the Contract. The Project Authority will advise the Contractor as soon as possible of any required work outside standard working hours.

10. Travel

Travel within the National Capital Region (NCR) will not be reimbursed.

11. Language

The primary language of work is English; however work may be conducted in either Official Language (English and/or French). All final deliverables will be in both official languages. The Contractor must also be able to provide resources capable of conducting meetings, working sessions and interviews in both official languages when specified in the specific Task Authorizations.

12. Work Location

The work will be primarily in the National Capital Region (NCR). Work locations will vary across the NCR depending on the requirement. The Contractor's resources may be required to work onsite at CBSA site offices or Contractor's offices or by tele/videoconference depending on the Task Authorization issued.

Amd. No. - N $^{\circ}$ de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

ANNEX B, BASIS OF PAYMENT

A- Contract Period (From Contract Award to December 23, 2021)

During the period of the Contract, for Work performed in accordance with the Contract, the Contractor will be paid as specified below.

1.0 Professional Fees

	TSPS Stream and Category	All-Inclusive Firm Per Diem Rate (In CAD \$)
1	Contract Period 1: From Contract Award to December	
	23, 2021	
1a	3.3 Project Leader/Executive - Senior	
1b	3.2 Project Manager - Senior	
1c	2.8 Business Architect - Senior	
1d	2.8 Business Architect - Intermediate	
1e	2.6 Change Management Consultant – Senior	
1f	2.6 Change Management Consultant – Intermediate	
1g	2.5 Business Process Consultant – Senior	
1h	2.5 Business Process Consultant – Intermediate	
1i	2.5 Business Consultant – Senior	
1j	2.5 Business Consultant – Intermediate	
1k	2.5 Business Consultant – Junior	

For the purpose of this Contract, a day is defined as 7.5 hours of work, exclusive of meal breaks. Payment will be made for days actually worked, with no provision for annual leave, statutory holidays and sick leave. If time worked is more or less than a day, the all inclusive fixed daily rate must be prorated to reflect the actual time worked.

Total Estimated Cost of Professional Fees: \$4,100,000.00

B- Option to Extend the Term of the Contract

This section is only applicable if the option to extend the Contract is exercised by Canada.

During the extended period of the Contract specified below, the Contractor will be paid as specified below to perform all the Work in relation to the Contract extension.

1.0 Extended Contract Period (From expiry of Contract Period 1 to 2 years later)

	TSPS Stream and Category	All-Inclusive Firm Per Diem Rate (In CAD \$)
2	Option Period 1: From expiry of Contract Period 1 to one	
	year later	
2a	3.3 Project Leader/Executive - Senior	
2b	3.2 Project Manager - Senior	
2c	2.8 Business Architect - Senior	

Solicitation No. - N° de l'invitation 47419-208904 Client Ref. No. - N° de réf. du client 1000348904 Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

File No. - N° du dossier

005zv CCC No./N° CCC - FMS No./N° VME

2d	2.8 Business Architect - Intermediate	
2e	2.6 Change Management Consultant – Senior	
2f	2.6 Change Management Consultant – Intermediate	
2g	2.5 Business Process Consultant – Senior	
2h	2.5 Business Process Consultant – Intermediate	
2i	2.5 Business Consultant – Senior	
2j	2.5 Business Consultant – Intermediate	
2k	2.5 Business Consultant – Junior	-

	TSPS Stream and Category	All-Inclusive Firm Per Diem Rate (In CAD \$)
3	Option Period 2: From expiry of Option Period 1 to one year later	
3a	3.3 Project Leader/Executive - Senior	
3b	3.2 Project Manager - Senior	
3c	2.8 Business Architect - Senior	
3d	2.8 Business Architect - Intermediate	
3e	2.6 Change Management Consultant – Senior	
3f	2.6 Change Management Consultant – Intermediate	
3g	2.5 Business Process Consultant – Senior	
3h	2.5 Business Process Consultant – Intermediate	
3i	2.5 Business Consultant – Senior	
3j	2.5 Business Consultant – Intermediate	
3k	2.5 Business Consultant – Junior	

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur 005zv

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

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ANNEX C, SECURITY REQUIREMENTS CHECK LIST

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23

UNCLASSIFIED

Solicitation No. - N° de l'invitation 47419-208904 Client Ref. No. - N° de réf. du client 1000348904

Government Gouvernement du Canada

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

File No. - N° du dossier

005zv CCC No./N° CCC - FMS No./N° VME

COMMON-PS-SRCL#19 Contract Number / Numéro du contrat Security Classification / Classification de sécurité

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Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

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613-952-2933			susan. Chambers Och	15a-ASPC	gc-cq	10-0ec 11
14. Organization Security Authority	Responsable de la séc	curité de l'organ	isme		*	
Name (print) ; Nom (en lettres moule	es)	Title - Titre		Signature	21:2	/
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15. Are there additional instructions Des instructions supplémentaire	(e.g. Security Guide. S s (ρ. ex. Guide de sécu	ecurity Classific	ation Guige) attached?		s?	No Yes Non Oui
16. Procurement Officer / Agent d'ap	provisionnement					Digitally signed by 150 outs Probin
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17. Contracting Security Authority /	Autorilé contractante er	n matière de sè	curité	***************************************		
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Jacques Saumur Jacques Saumur
Contract Security Officer
Contracts Security Division|Division des contrats sécurité /
Contract Security Program|Programme de sécurité des contrats /
Public Services and Procurement Canada| Services publics et Approvisionnement Canada Jacques.Saurnur@lpsgc-pwgsc.gc.ca Tetephone | Téléphone 613-948-1732 Facsimile | Télécopieur 613-948-1712

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Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

ANNEX D, INSURANCE REQUIREMENTS

- 1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
- 2. The Commercial General Liability policy must include the following:
 - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
 - b. Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
 - c. Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
 - d. Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
 - e. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - f. Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - g. Employees and, if applicable, Volunteers must be included as Additional Insured.
 - h. Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
 - i. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
 - j. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
 - k. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
 - I. Litigation Rights: Pursuant to subsection 5(d) of the Department of Justice Act, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

Director Business Law Directorate, Quebec Regional Office (Ottawa), Department of Justice, 284 Wellington Street, Room SAT-6042, Ottawa, Ontario, K1A 0H8

For other provinces and territories, send to:

Senior General Counsel, Civil Litigation Section, Department of Justice 234 Wellington Street, East Tower

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Ottawa, Ontario K1A 0H8

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to codefend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

- 3. The Contractor must obtain Errors and Omissions Liability (a.k.a. Professional Liability) insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature but for not less than \$1,000,000 per loss and in the annual aggregate, inclusive of defence costs.
- 4.If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- 5. The following endorsement must be included:

Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

ANNEX E, TASK AUTHORIZATION FORM

Contract Number	At STEP 1 a, enter the PWGSC resulting contract number.		
	Task Authorization (TA) Number Instructions to the TA Authority: Enter the number here.		
Contractor's Name and Address			
Instructions to the TA Authority: Enter the name and addres	is nere.		
Total Estimated Cost of Task (Applicable Taxes extra	i) before any	\$ Instructions to the TA	
revisions:		Authority: Enter the amount here.	
TA Revisions Previously Authorized			
Instructions to the TA Authority: the information for the prevassigned revision numbers (the first revision must be identifiauthorized, enter \$0.00. Add rows, as needed			
TA Revision Number:Instructions to		ase or Decrease (Applicable Taxes extra)	
the TA Authority: Enter the number here, as applicable.		structions to the TA Authority: Enter the amount	
TA Davisian Number	here, as applicable		
TA Revision Number: Instructions to the TA Authority: Enter the number here, as applicable.		ase or Decrease (Applicable Taxes extra) structions to the TA Authority: Enter the amount	
the 17 Audionty. Litter the number here, as apphoasie.	here, as applicable		
TA Revision Number: Instructions to		ase or Decrease (Applicable Taxes extra)	
the TA Authority: Enter the number here, as applicable.		structions to the TA Authority: Enter the amount	
	here, as applicable.		
TA Revision Number:Instructions to	Authorized Increase or Decrease (Applicable Taxes extra)		
the TA Authority: Enter the number here, as applicable.		structions to the TA Authority: Enter the amount	
TA Revision Number: Instructions to	here, as applicable. Authorized Increase or Decrease (Applicable Taxes extra)		
the TA Authority: Enter the number here, as applicable.	\$ Instructions to the TA Authority: Enter the amount		
the Producting. Enter the transportation, as approaches	here, as applicable		
New TA Revision			
Instructions to the TA Authority: the first revision must be in is authorized, enter \$0.00. TA Revision Number: Instructions to the TA Authority: Enter the number here, as applicable.	Authorized Incres	ase or Decrease (Applicable Taxes extra) structions to the TA Authority: Enter the amount	
	here, as applicable		
Total Estimated Cost of Task (Applicable Taxes extra this revision:	, 4	Instructions to the TA Authority: Enter nt here, as applicable.	
Contract Security Requirements (as applicable)			
This task includes security requirements. At STEP 1 a). □ No □ Yes. Refer to the Security Requirements Checkli Remarks: At STEP 1 a), 2a) or 3, enter the remarks, if any, or	st (SRCL) annex o		
Required Work			
Instructions to the TA Authority: The content of sections A, B, C and D below must be in accordance with the Contract. To view the instructions for Section A, click on the hyperlink.			

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

SECTION A - Task Description of the Work Required Instructions for Section A SECTION B – Applicable Basis of Payment Instructions for Section B SECTION C - Cost Breakdown of Task Instructions for Section C SECTION D- Applicable Method of Payment Instructions for Section D Authorization - Authorization By signing this TA, the Project Authority or the PWGSC Contracting Authority or both, as applicable, certify (ies) that the content of this TA is in accordance with the Contract. En apposant sa signature sur cette AT, le chargé de projet ou l'autorité contractante de TPSGC ou, s'il y a lieu, les deux atteste(nt) que le contenu de cette AT respecte les conditions du contrat. Name of Project Authority - Nom du chargé de projet _____ Signature Date _____ Name of PWGSC Contracting Authority -Nom de l'autorité contractante de TPSGC ______ Signature _____ Date Contractor's Signature - Signature de l'entrepreneur Name and title of individual authorized to sign for the Contractor Nom et titre de la personne autorisée à signer au nom de l'entrepreneur Signature Date _____

ANNEX E, TASK AUTHORIZATION FORM

Contract Number	47419-208904/001/ZV			
Task Authorization (TA) Number				
Contractor's Name and Address				
ADRM TECHNOLOGY CONSULTING GROUP (CORP			
1052 St-Laurent Blvd, Unit #2				
Ottawa, Ontario				
K1K3B4 Canada				
Total Estimated Cost of Task (Applicable Taxes e	extra) before	\$71,190		
any revisions:				
TA Revisions Previously Authorized				
Instructions to the TA Authority: the information for the ascending order of assigned revision numbers (the first etc.). If no increase or decrease was authorized, enter \$	revision must be i	dentified as No. 1, the second as No. 2,		
TA Revision Number:	Authorized Inc	rease or Decrease (Applicable Taxes		
	extra)			
TAB :: N	\$			
TA Revision Number:		rease or Decrease (Applicable Taxes		
	extra)			
TA Revision Number:		rease or Decrease (Applicable Taxes		
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	\$			
TA Revision Number:		rease or Decrease (Applicable Taxes		
	extra)			
	\$	-		
TA Revision Number:				
	extra) \$			
New TA Revision	Φ			
	1 1.1	d the second or No. O star Mars in second		
Instructions to the TA Authority: the first revision must or decrease is authorized, enter \$0.00.				
TA Revision Number:		rease or Decrease (Applicable Taxes		
	extra)			
Total Estimated Cost of Task (Applicable Taxes	\$			
extra) after this revision:	\$			
Contract Security Requirements (as applicable				
This task includes security requirements:				
□ No				
	(,			
Remarks: Secret Clearance required.				

Required Work

SECTION A – Task Description of the Work Required

Background:

The CBSA is responsible for border management that contributes to the safety and security of Canada and facilitates the flow of persons and goods, thereby contributing to Canada's prosperity. The CBSA is faced with both increasing border volumes and increasing complexity in its operating environment. These external drivers require a shift in the Agency's operating model towards risk-based compliance and the use of emerging technology to expedite the flow of legitimate goods and people and more precisely identify higher risk transactions for greater scrutiny.

The Agency has a transformation vision and high-level strategy, along with several in-flight and recently approved projects that will begin to shift the Agency's operating model.

Objective

The objective of this TA is to provide change management consulting services to the Intelligence and Enforcement Branch's Project Delivery Division (PDD) throughout the delivery of its major projects. The PDD is responsible for the planning, delivery and management of assigned projects, including the implementation of project management processes and controls and project development activities, such as business transformation and change management, through the design, development, and implementation phases of assigned projects. All work is expected to be in line with CBSA and Treasury Board Secretariat project management policies.

Resource requirements

In terms of this specific requirement, CBSA requires the services of:

Number	Resource Category		
	Project Leader/Executive, Senior		
	Project Manager, Senior		
	Business Architect, Senior		
	Business Architect, Intermediate		
1	Change Management Consultant, Senior		
	Change Management Consultant, Intermediate		
	Business Process Consultant, Senior		
	Business Process Consultant, Intermediate		
	Business Consultant, Senior		
	Business Consultant, Intermediate		
	Business Consultant, Junior		

Tasks

- Analyze and develop business critical success factors related to the transformation brought about by the project;
- Design interventions aimed at improving organizational effectiveness through system-centered change;
- Develop and implement change management strategies, plans, and frameworks;
- Identify change management tools and approaches consistent with organizational guidelines for change management;
- Provide expertise, guidance and coaching to build project capacity to make effective use of change management strategies and related tools;
- Design and conduct a change readiness assessment in order to plan and carry out a change management strategy;
- Articulate the purpose of change in a manner that makes sense to users and provides a compelling picture of the new organization;

- Train and coach users on the change as well as the value of their contribution within the new organization;
- Develop performance measurement/evaluation frameworks;
- Evaluate the effectiveness of the change management initiative, including monitor/report on change adoption by users; and
- Create presentations and present to various stakeholders, and facilitate meetings and discussions.

Deliverables and Associated Schedule:

Develop and finalize the project Change Management Strategy	By the dates specified in the project schedule.
Develop and finalize the project Change Management Plan.	By the dates specified in the project schedule.
Develop revised performance measurement/evaluation frameworks.	By the dates specified in the project schedule.
Lead stakeholder/user engagement sessions to assess receptiveness and readiness to change.	By the dates specified in the project schedule.
Lead, coordinate, and monitor the operationalization of the Change Management Plan.	By the dates specified in the project schedule.
Train and coach users.	By the dates specified in the project schedule.
Status and Progress Reports.	Weekly

Format of deliverables

- Workshops, focus groups, working sessions, meetings with project delivery team
- Documents using various Microsoft suite applications (Powerpoint, Word, Excel, etc.) as well as emails via Outlook.
- Presentations for Senior executives. Includes verbal and written briefings.

Period of services

From: September 13, 2021 To: December 23, 2021

Work location

Contractor may be asked to work or attend meetings at CBSA offices at 100 Metcalfe St, Ottawa, ON, K1A 0L8, or any other CBSA location within the National Capital Region.

SECTION B – Applicable Basis of Payment

Refer to the Contract Annex B, Basis of Payment. TA is subject to a limitation of expenditure.

SECTION C – Cost Breakdown of Task

Requisition Number:	1000357870	Cost Centre:	3330-820-40	
l .				

Purchase Order:		Fund:	2001	
Outline Agreement:	474198904	WBS (if applicable):	C-00071-22	-06
Category and Name of	of Resource	Firm Per Diem Rate	Estimated #	Total Cost
Category: Change ma	anagement consultant, Senic		of Days	\$63,000
Name: Sylvie Pepin				
Category: Name:				
Category:				
Name:				
Category:				
Name:		Subtotal Prof	essional Fees:	\$63,000
		Cubiciar i Tor	HST:	\$8,190
			Total:	\$71,190
been submitted b. all such docum c. the Work perform The Contractor accepts d. a. Direct Depo e. b. Wire Transfer Refer to the Contract s vendors-fournisseurs@		oicing instructions p Canada; Canada. following Electroni al); and	provided in the C	contract; uments:
Authorization - A	uthorization			
	ne Project Authority or the s) that the content of this T			
	ature sur cette AT, le charg eux, atteste(nt) que le conte			
Name of Project Autho Geneviève Binet	rity – Nom du chargé de proj	et		
Signature 5.	Johnson		Date Sept.	7, 2021

Name of PSPC Contracting Authority – Nom de l'autorité contractante de SPAC

Robin St-Louis			
Signature			_ Date
Name of Contra Nancy Cleroux	•	a – Nom de l'autorité contract	ante de l'ASFC
	TUCKER	Digitally signed by TUCKER GLENN DN: C=ca, O=gc, OU=ccra-adrc, OU=PERSONNEL, CN=TUCKER GLENN + SERIALINUMBER=2019239170125140 Reason: I am the author of this document	
Signature	GLENN	Location: your signing location here Date: 2021-09-23 09:38:15 Foxif PhantomPDF Version: 10.0.1	_ Date
Contractor's	s Signature - Signa	ture de l'entrepreneur	
	of individual authorized to ner au nom de l'entreprer	o sign for the Contractor – No neur	om et titre de la personne
Signature	······································		_ Date



Travaux publics et Services gouvernementaux Canada

Purchasing Office - Bureau des achats:

Professional Services Division (ZV)/Division des Services Professionnels(ZV) Les Terrasses de la Chaudière 10, rue Wellington, 4th floor Gatineau Quebec K1A0S5

Title - Sujet TSPS - Strategic Advisor			
Contract No N° du contra	t	Date	
47419-208904/001/ZV		2020-12-24	
Client Reference No N° do 1000348904	e référence du client		
Requisition No N° de la d	emande		
47419-208904			
File No N° de dossier	CCC No./N° CCC - FMS N	o./N° VME	
005zv.47419-208904			
Financial Code(s) Code(s) financier(s) 74425			GST/HST TPS/TVH
Patrick Boucher / 16000000	0 / 201/		
F.O.B F.A.B. Destination			
GST/HST - TPS/TVH	Duty - Droits		
See Herein - Voir ci-inclus	See Herein - Voir ci-incl	us	
Destination - of Goods, Ser	vices, and Construction:		

CONTRACT - CONTRAT

Your proposal is accepted to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price or prices set out therefor.

Nous acceptons votre proposition de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans les présentes, et aux annexes ci-jointes, les biens, services et construction énumérés dans les présentes, et sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

This document contains a security requirement

Invoices - Original and two copies to be sent to:
Factures - Envoyer l'original et deux copies à:
CANADA BORDER SERVICES AGENCY
2E ETAGE, #260-01
105, RUE MCGILL
Vendors-fournisseurs@cbsa-asfc.gc.c
MONTREAL
Quebec
H2Y2E7

Destination - des biens, services et construction:

Specified Herein

Précisé dans les présentes

Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur

874454911PG0001 ADRM TECHNOLOGY CONSULTING GROUP CORP 1052 St-Laurent Blvd Unit #2 Ottawa Ontario K1K3B4

Operating as: ADRMTEC

Canada

Address Enquiries to: - Adresser toutes questions à:		Buyer ld - ld de l'acheteur	
St-Louis, Robin		005zv	
Telephone No N° de téléphone (613) 858-6185 ()	FAX No N°	de FAX	
Total Estimated Cost - Coût total estimatif \$4,633,000.00	Currency Typ CAD	oe - Devise	
		D: 2 II	

For the Minister - Pour le Ministre StLouis. Rol

StLouis, Robin Digitally signed by: StLouis, Robin DN: CN = StLouis, Robin C = CA O = GC OU = DN: CN = StLouis, Robin C = CA O = GC OU = Date: 2020 12:24 10:29:15-05:00'



Canada

Amd. No. - N $^{\circ}$ de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

7.1 Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work in Annex A.

7.1.1 Task Authorization

- **A.** Work described at Annex A, Statement of Work will be performed under the Contract on an "as and when requested basis".
- **B.** With respect to the Work mentioned under paragraph A of this clause,
 - 1. an obligation will come into force only when the Contractor receives a Task Authorization (TA), inclusive of any revisions, authorized and issued in accordance with this clause, and only to the extent designated in the authorized TA;
 - 2. the TA Authority and limit will be determined in accordance with paragraph C of this clause;
 - 3. the Contractor must not commence work until a TA, inclusive of any revisions, has been authorized and issued in accordance with the Contract. The Contractor acknowledges that work performed before a TA, inclusive of any revisions, has been authorized and issued in accordance with the Contract will be done at the Contractor's own risk and expense;
 - 4. the task description, inclusive of any revisions, included in an authorized TA must fall within the scope of the Statement of Work, in Annex A; and
 - 5. the TA, inclusive of any revisions, will be authorized under the Contract through the use of Annex D, Task Authorization Form. An authorized TA is a completed Annex D signed by the TA Authority.

C. TA Authority and Limit

The Project Authority may authorize individual TAs inclusive of any revisions up to a limit of \$200,000.00 Applicable Taxes extra. Any TA the total value of which would exceed that limit or any revision to a previously authorized TA that would increase the TA total value above that limit must be authorized by the Contracting Authority before issuance to the Contractor.

D. The authority specified under paragraph C of this clause is granted subject to the sum specified in the Contract under clause 7.6.2 (Canada's Total Liability, Cumulative Total of all authorized TAs) not being exceeded.

E. TA Process

For each task or revision of a previously authorized task, the Project Authority will provide the Contractor with a request to perform a task prepared using Annex A, Task Authorization Form, containing as a minimum:

- o the task or revised task description of the Work required, including:
 - the details of the activities or revised activities to be performed;
 - a description of the deliverables or revised deliverables to be submitted; and
 - a schedule or revised schedule indicating completion dates for the major activities or submission dates for the deliverables, or both, as applicable;
- the Contract security requirements applicable to the task or revised task;
- the Contract basis (bases) of payment applicable to the task or revised task; and

Solicitation No. - N $^\circ$ de l'invitation 47419-208904 Client Ref. No. - N $^\circ$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

the Contract method(s) of payment applicable to the task or revised task.

- **F.** Within 5 calendar days of its receipt of the request, the Contractor must provide the Project Authority with a signed and dated response prepared and submitted using the TA form received from the Project Authority, containing as a minimum:
 - 1. the total estimated cost proposed for performing the task or, as applicable, revised task;
 - 2. a breakdown of that cost in accordance with Annex A; and;
 - 3. for each resource proposed by the Contractor for the performance of the Work required:

the name of the proposed resource; the resume of the proposed resource; and a demonstration that the proposed resource meets: the Contract security requirements;

G. TA Authorization

- 1. The TA Authority will authorize the TA based on:
 - the request submitted to the Contractor pursuant to paragraph E of this clause;
 - the Contractor's response received, submitted pursuant to paragraph F of this clause;
 and
 - the agreed total estimated cost for performing the task or, as applicable, revised task.
- H. Minimum Work Guarantee All the Work Authorized TAs
 - 1. "Maximum Contract Value" means the sum specified in Contract clause 7.6.2 (Canada's Total Liability, Cumulative Total of all authorized TAs); and "Minimum Contract Value" means a fixed amount of \$5,000.00
 - 2. Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with paragraph I.3 of this clause. In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract period to perform the Work. Canada's maximum liability for Work requested in authorized TAs, performed by the Contractor and accepted by Canada must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.
 - 3. In the event that Canada does not request Work in the amount of the Minimum Contract Value during the period of the Contract, Canada must pay the Contractor the difference between the Minimum Contract Value and the cost of the Work requested in authorized TAs, performed by the Contractor and accepted by Canada.
 - 4. Canada will have no obligation to the Contractor under this clause if Canada terminates the Contract in whole or in part for default.
- I. Periodic Usage Reports Contracts with TAs
 - 1. The Contractor must compile and maintain detailed and current data on its performance of Work required and requested under TAs (inclusive of any revisions) authorized and issued under the Contract.
 - 2. No later than 15 calendar days after the end of each of the reporting periods below, the Contractor must submit to the Contracting Authority and Project Authority a periodic usage report containing, in an electronic spreadsheet (such as MSOffice Excel), the data elements specified in

Solicitation No. - N° de l'invitation 47419-208904 Client Ref. No. - N° de réf. du client 1000348904

Amd. No. - N° de la modif. File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv

CCC No./N° CCC - FMS No./N° VME

paragraphs J.3 and J.4 of this clause in the order they are presented. Where at the end of a reporting period, no changes are required to be made to the data contained in the periodic usage report submitted for the previous period, the Contractor must submit a "NIL" report to the Contracting Authority and Project Authority.

The reporting periods are defined as follows:

1st quarter: April 1 to June 30: 2nd guarter: July 1 to September 30: 3rd guarter: October 1 to December 31; and 4th quarter: January 1 to March 31.

- 3. For each TA authorized and issued under the Contract, the data must contain the following data elements in the order presented:
- the TA number appearing on the TA form; 0
- the date the task was authorized appearing on the TA form; 0
- the total estimated cost of the task (Applicable Taxes extra) before any revisions appearing 0 on the TA form;
- the following information appearing on the TA form must be included for each authorized 0 revision, starting with revision 1, than 2, etc.;
- the TA revision number: 0
- the date the revision to the task was authorized; 0
- the authorized increase or decrease (Applicable Taxes extra); 0
- the total estimated cost of the task (Applicable Taxes extra) after authorization of the revision;
- the total cost incurred for the task (as last revised, as applicable), Applicable Taxes extra;
- the total cost incurred and invoiced for the task (as last revised, as applicable), Applicable Taxes extra:
- the total amount of Applicable Taxes invoiced; 0
- the total amount paid, Applicable Taxes included; 0
- the start and completion date of the task (as last revised, as applicable); and
- the active status (i.e., the percentage of the work completed) of the task (as last revised, as applicable) with an explanation (as applicable).
- 4. For all TAs authorized and issued under the Contract, the data must contain the following data elements in the order presented:
- the sum (Applicable Taxes extra) specified in clause 7.6.2, Canada's Total Liability, 0 Cumulative Total of all Authorized TAs, as last amended;
- the total cost incurred for all authorized tasks inclusive of any revisions, Applicable Taxes 0
- the total cost incurred and invoiced for all authorized tasks inclusive of any revisions, \bigcirc Applicable Taxes extra;
- the total amount of Applicable Taxes invoiced for all authorized tasks inclusive of any 0 revisions: and
- the total amount paid for all authorized tasks inclusive of any revisions, Applicable Taxes 0 extra.

Amd. No. - N $^{\circ}$ de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

J. Administration of the TA Process

The administration of the TA process will be carried out by CBSA's project authority. This process includes: monitoring, controlling and reporting on expenditures of the Contract to the Contracting Authority.

7.2 Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the <u>Standard Acquisition Clauses and Conditions Manual</u> (https://buyandsell.gc.ca/policy-and-guidelines /standard-acquisition-clauses-and-conditions-manual) issued by Public Works and Government Services Canada.

7.2.1 General Conditions

2035 (2018-06-21), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

7.2.2 Inspection and Acceptance

The Project Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

7.3 Security Requirement

- **7.3.1** The following security requirement (SRCL and related clauses provided by the <u>Contract Security</u> Program apply and form part of the Contract:
 - 1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer/Supply Arrangement, hold a valid Facility Security Clearance at the level of Secret, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC)
 - The Contractor/Offeror personnel requiring access to protected/classified information, assets or sensitive work site(s) must EACH hold a valid personnel security screening at the level of Reliability Status, Confidential or Secret as required, granted or approved by CISD/PWGSC
 - 3. The Contractor/Offeror must not remove any protected/classified information from the identified work site(s), and the Contractor/Offeror must ensure that its personnel are made aware of and comply with this restriction
 - 4. Subcontracts which contain security requirements are not to be awarded without the prior written permission of CISD/PWGSC
 - 5. The Contractor/Offeror must comply with the provisions of the:
 - 1. Security Requirements Check List and security guide (if applicable), attached at Annex C
 - 2. Industrial Security Manual (Latest Edition).

7.4 Term of Contract

7.4.1 Period of the Contract

The period of the Contract is from Date of Contract to December 23, 2021.

Amd. No. - N $^{\circ}$ de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

7.4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two (2) additional one (1) year period(s) under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least 15 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

7.5 Authorities

7.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Robin St-Louis Title: Contracting Officer

Public Works and Government Services Canada

Acquisitions Branch

Directorate: Professional Services Procurement Directorate

Address: 10 Wellington Street, 5th floor

Telephone: 613-858-6185

E-mail address: robin.st-louis@tpsgc-pwgsc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

7.5.2 Project Authority

The Project Authority for the Contract is:

Name: Geneviève Binet Title: Director General

Organization: Canada Border Services Agency

Address: 191 Laurier Avenue, Ottawa, Ontario, K1A 0L8

Telephone: 613-290-0806

E-mail address: geneviève.binet@cbsa-asfc.gc.ca

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority; however, the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

7.5.3 Contractor's Representative

Name:

Title:

ADRM Technology Consulting Group Corp.

Address: 1052 St-Laurent Blvd, Unit #2, Ottawa, Ontario, K1K 3B4

Telephone: E-mail address:

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

7.6 Payment

7.6.1 Basis of Payment

TA subject to a Limitation of Expenditure

The Contractor will be paid for its costs reasonably and properly incurred in the performance of the Work specified in the authorized TA in accordance with the basis of payment in Annex B to the limitation of expenditure specified in the authorized TA.

Canada's total liability to the Contractor under the authorized TA must not exceed the limitation of expenditure specified in the authorized TA. Customs duties are included and Applicable Taxes are extra.

No increase in the liability of Canada or in the price of the Work specified in the authorized TA resulting from any design changes, modifications or interpretations of the Work specified in the authorized TA will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been authorized, in writing, by the TA Authority before their incorporation into the Work specified in the authorized TA. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written authorization of the TA Authority. The Contractor must notify the TA Authority in writing as to the adequacy of this sum:

- (a) when it is 75 percent committed, or
- (b) four (4) months before the final delivery date specified in the authorized TA, or
- (c) as soon as the Contractor considers that the authorized TA funds are inadequate for the completion of the Work specified in the authorized TA,

whichever comes first.

If the notification is for inadequate authorized TA funds, the Contractor must provide to the TA Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

7.6.2 Canada's Total Liability

Limitation of Expenditure - Cumulative Total of all authorized TAs

- A. Canada's total liability to the Contractor under the Contract for all authorized TAs, inclusive of any revisions, must not exceed the sum of \$4,100,000.00. Customs duties are included and the Applicable Taxes are extra.
- B. No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
- C. The Contractor must notify the Contracting Authority, in writing, as to the adequacy of this sum:
 - 1. when it is 75 percent committed, or
 - 2. four (4) months before the Contract expiry date, or
 - 3. as soon as the Contractor considers that the sum is inadequate for the completion of the Work requested in all authorized TAs inclusive of any revisions, the applicable basis of payment of which is limitation of expenditure contract clause 7.6.1, TA subject to a Limitation of Expenditure,

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904 Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

whichever comes first.

D. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

7.6.3 Method of Payment

For the Work specified in an authorized TA subject to a limitation of expenditures:

Canada will pay the Contractor on a monthly basis for work performed during the month covered by the invoice in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work performed has been accepted by Canada.

7.6.4 SACC Manual Clauses

A9117C (2007-11-30), T1204 - Direct Request by Customer Department

7.6.5 Electronic Payment of Invoices - Contract

The Contractor accepts to be paid using any of the following Electronic Payment Instruments:

- a. Direct Deposit (Domestic and International); and
- b. Wire Transfer (International Only).

7.6.6 Discretionary Audit

C0705C (2010-01-11), Discretionary Audit

7.7 Invoicing Instructions

 The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

Each invoice must be supported by:

- a. a copy of time sheets to support the time claimed;
- b. a copy of the release document and any other documents as specified in the Contract;
- c. a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses;
- d. a copy of the monthly progress report.

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Invoices must be distributed as follows:

- a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment; and OR
- b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

7.8 Certifications and Additional Information

7.8.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

7.8.2 Federal Contractors Program for Employment Equity - Default by the Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid List" available at the bottom of the page of the Employment and Social Development Canada (ESDC) - Labour's website (https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#). The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

7.9 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

7.10 Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- (a) the Articles of Agreement;
- (b) the general conditions 2035 (2018-06-21), General Conditions Higher Complexity Services;
- (c) Annex A Statement of Work;
- (d) Annex B Basis of Payment:
- (e) Annex C Security Requirements Check List;
- (f) Annex D Insurance Requirements:
- (g) the signed Task Authorizations (including all of its annexes, if any);
- (h) Contractor's Supply Arrangement E60ZT-18TSPS; and
- (i) the Contractor's bid dated February 3, 2020.

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

7.11 Insurance Requirements

The Contractor must comply with the insurance requirements specified in Annex D. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. Coverage must be placed with an Insurer licensed to carry out business in Canada. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

7.12 Additional Resources

The Contractor grants to Canada the irrevocable option to acquire additional resource(s) described at Annex A of the Contract under the same conditions and at the rates stated in the Contract.

Additional Resources Process

- 1. The Project Authority will provide the Contractor with the request to acquire additional resource(s).
- The request to acquire additional resource(s) will contain details such as, the number of required additional resource(s), the preferred start date and a description of the major tasks to be performed.
- 3. The Contractor must provide the Project Authority, within 5 calendar days of its receipt, the qualifications and experience of the proposed additional resource(s). Each additional resource(s) will be assessed against the Attachment 1 to Part 4, Flexible Grid and the Attachment 2 to Part 4, Technical Criteria. If the required number of additional resource(s) cannot be fully met by the Contractor, the required resources will be procured using another method of procurement.

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

ANNEX A, STATEMENT OF WORK

1. Title

Advisory services to support the Canada Border Services Agency (CBSA) and its Chief Transformation Officer in the stewardship and delivery of a suite of enterprise-wide transformational projects and activities.

2. Objective

The objective is to establish a high level road map and performance measurement framework in support of the Agency's transformation vision and strategy, and to provide project management support when required to specific projects from the portfolio of the transformation related projects.

Success in this regard will be defined by the ability of the CBSA to:

- Organize, manage, and drive the Agency's transformation related projects in an integrated fashion;
- b. Establish a transformation performance measurement framework with outcomes and indicators; and,
- c. Assist in the management and delivery of specific transformation projects by providing advisory services.

3. Background

The CBSA is responsible for border management that contributes to the safety and security of Canada and facilitates the flow of persons and goods, thereby contributing to Canada's prosperity. The CBSA is faced with both increasing border volumes and increasing complexity in its operating environment. These external drivers require a shift in the Agency's operating model towards risk-based compliance and the use of emerging technology to expedite the flow of legitimate goods and people and more precisely identify higher risk transactions for greater scrutiny.

The Chief Transformation Officer (CTO) Branch was created at the start of 2018-19 with a mandate to provide overarching leadership on the Agency's journey to transform, renew and modernize its business processes. This includes setting strategic direction and priorities and identifying the interdependencies and sequencing of the various strategic and tactical initiatives across the organization.

The Agency has a transformation vision and high-level strategy, along with several in-flight and recently approved projects that will begin to shift the Agency's operating model. The CTO has a need for a coherent storyline, unified vision and an implementation roadmap for modernization that takes into account in-flight and planned activities, while highlighting interdependencies and potential gaps. The CTO also has a need for advice and expertise on the further development and implementation of vision and an implementation roadmap for modernization.

Additionally, the CTO may require on-demand advice related to business process change and reengineering advice to support management and delivery of individual projects within the portfolio of transformation activities.

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

4. Scope

The Office of the CTO will require support throughout the delivery of its transformational strategy and associated projects, initiatives and activities. Services from the Contractor may include the provision of resources to support and supplement the Office of the CTO by way of project management, business process re-engineering, change management, and/or performance measurement services.

5. Tasks and Deliverables

The actual scope of the specific work will be detailed in a TASK Authorization (TA).

Contracted individuals would work with the Director, Transformation Delivery, within the CTOB to lead a task team, consisting of consultants and CBSA employees who will be dedicated to the following tasks and the development and iteration of the following deliverables identified below.

Tasks:

- Project manage the task team.
- Consult with senior executives from across the agency to ensure requirements and expectations are well understood and reflected in the deliverables as required.
- Facilitate workshops with stakeholders from across the Agency to solicit input on the direction and structure of the transformation program and the key deliverables.
- Review and analyze existing transformation strategies and plans.
- Review and analyze existing transformation project plans and associated documents.
- Prepare and present a transformation storyline and briefing materials to executives as required.
- Prepare deliverables and ensure outputs are cohesive and compelling.
- Provide strategic advisory services to the executives in the CTOB as required.

Deliverables may include:

- Logic Model
- · Results framework
- · Prioritization framework
- Transformation Program Registry
- Graphical representation of dependencies and interrelationships
- Operational Delivery model
- Integrated Plan
- Transformation Office Concept of Operations
- Storyline Deck

Additionally, CBSA may require the following resources in support of the CBSA transformational activities and projects. Call-up of resources will be done through the issuance of Task Authorizations (TAs) in which details of specific level of effort and deliverables will be agreed to. These activities are expected to include:

Project Leader/Executive, Senior

CBSA requires the services of a Project Leader/Executive to support the CBSA transformation portfolio of projects and project teams. The Project Leader/Executive must provide overall oversight, guidance and advice on all matters associated with the transformation portfolio and specific projects identified in the task authorization.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

- Provide oversight to the active engagement of stakeholders and change management in the successful implementation of the identified projects.
- Development of strategic portfolio and project documents, including, but not limited to, strategies and plans, charters, risk mitigation strategies, and roadmaps;
- Recommend the readiness for approval of each project charter and project management plan:
- Transfer functional and technical knowledge to the departmental project teams through individual and group training, demonstrations, written instructions, and documents on an ongoing basis throughout the life of the project; and,
- Provide strategic advice and guidance to CBSA senior executives via presentations on the effective management and execution of the transformation agenda.

Deliverables will be specified at time of the issuance of the TA but could include:

- A work plan for the activities to be undertaken;
- Report on activities undertaken including the following:
- Activities completed within the reporting period;
- Planned activities for the next reporting period:
- Risks/issues that will require the attention of the Project Authority; and
- · Corrective actions required.

Project Manager, Senior

CBSA requires the services of a Project Manager to support the CBSA transformation portfolio of projects and project teams. The Project Manager must provide overall oversight, guidance and advice on all matters associated with the transformation portfolio and specific projects identified in the task authorization.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Develop and produce key project phases / deliverables
- Project plans, status updates and presentations as required
- Other deliverables related to this role as required by the Project Authority
- Develop and produce integrated project plans
- Create Key Performance Indicators (KPIs)
- Provide advice, support on the development of project plans for Functional Leads of the nine business functions
- Develop and produce dashboards and program monitoring tools
- Create and develop reports that include lessons learned
- Support the Project Authority by developing presentations and briefing material intended for senior CBSA management

Deliverables will be specified at time of the issuance of the TA but could include:

- Manage the project during the development, implementation and startup by ensuring that
 resources are made available and that the project is developed and is fully operational
 within previously agreed time, cost and performance parameters
- Formulate statements of problems; establish procedures for the development and implementation of significant, new or modified project elements to solve problems, and obtain necessary approvals
- Define and document the objectives for the project; determine budgetary requirements, the composition, roles and responsibilities
- Report progress of the project on an ongoing basis and at scheduled points in the life cycle
- Meet in conference with stakeholders and other project managers and states problems in a form capable of being solved
- Prepare plans, charts, tables and diagrams to assist in analyzing or displaying problems; work with a variety of project management tools

Solicitation No. - N $^{\circ}$ de l'invitation 47419-208904 Client Ref. No. - N $^{\circ}$ de réf. du client 1000348904

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Project sign-off

Business Architect, Senior

CBSA requires the services of a Business Architect to provide leadership in the approach and management of CBSA's transformation. The Business Architect must provide an integrated architectural perspective on transformation, including portfolio, project, change, performance, and architecture management, according to detailed business transformation architecture requirements outlined in specific Task Authorizations.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Lead the business transformation architecture activities;
- Provide strategic advice and guidance in establishing the Transformation Office, including definition of functions, processes, and capabilities.
- Lead in the development of business transformation design and architecture, business transformation architecture standards definition and application of business transformation processes:
- Responsible for the analysis of the current state business processes and development of future state business process models
- Identify opportunities for performance improvement
- · Conduct change impact assessments
- Development implementation and change management plans
- Lead teams through program and service design engagements
- Facilitate multi-stakeholder workshops to support the definition and planning of transformation implementation
- Provide knowledge transfer, coaching and/or training to CBSA staff as required.

Deliverables will be specified at time of the issuance of the TA but could include:

- Transformation program registry and architecture
- Organizational design documents (functions, processes, capabilities)
- Transformation strategy, roadmap, and plan
- Business model(s) and Target Operating Model(s)
- · Change impact assessments
- · Change management strategy and plan
- Business process documentation
- Facilitated workshops (including all plans and materials)
- Performance measurement framework

Business Architect, Intermediate

CBSA requires the services of a Business Architect to provide support in the approach and management of CBSA's transformation. The Intermediate Business Architect supports the Senior Business Architect and provides an integrated architectural perspective on transformation, including portfolio, project, change, performance, and architecture management, according to detailed business transformation architecture requirements outlined in specific Task Authorizations.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Support the business transformation architecture activities:
- Provide advice and guidance in establishing the Transformation Office, including definition of functions, processes, and capabilities.

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

- Assist in the development of business transformation design and architecture, business transformation architecture standards definition and application of business transformation processes;
- Analyze current state business processes and develop future state business process models
- Identify opportunities for performance improvement
- · Conduct change impact assessments
- Development implementation and change management plans
- Support teams through program and service design engagements
- Facilitate multi-stakeholder workshops to support the definition and planning of transformation implementation

Deliverables will be specified at time of the issuance of the TA but could include:

- Transformation program registry and architecture
- Organizational design documents (functions, processes, capabilities)
- Transformation strategy, roadmap, and plan
- Business model(s) and Target Operating Model(s)
- · Change impact assessments
- Change management strategy and plan
- Business process documentation
- Facilitated workshops (including all plans and materials)
- · Performance measurement framework

Change Management Consultant Senior

CBSA requires the services of Change Management Consultants to support the CBSA Transformation. The primary requirement is to support the people side of change, creating a structured change management implementation strategy so that there is consistency in adopting change for employees impacted by the change, and when appropriate the project teams. The Change Management Consultant must provide overall advice on all matters associated with change management associated with the specific project identified in the Task Authorization.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Identify the most expected and potential points of resistance to change. Develop counter strategies to reduce the resistance and address the doubts and uncertainty surrounding the change to foster a positive acceptance of change;
- Create specific change management plans with respect to training and orientation of employees for each major change/project;
- Develop a detailed work plan based on the change agenda and how the various changes will need to be implemented;
- Establish parameters to measure the early adoption, effective utilization and proficiency to new change initiatives for individual employees and organizational units;
- Conduct an assessment of change impact and requirements;
- Identify deviations in performance from the change standards and implement strategies for corrective action to achieve full organizational adoption to change;
- Develop a change management and communications strategy and plan for each project;
 and
- Transfer functional and technical knowledge to the project team and client staff through individual and group training, demonstrations, written instructions and documents on an ongoing basis throughout the life of the project.
- Act in a senior advisory capacity to significantly increase the strategic nature and quality
 of change management and communications activities across all key stakeholder groups;
- Provide expert change management, communications and stakeholder engagement leadership for the project;

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

- Develop readiness assessment, gap analysis and management action plan for projects;
- Assist with organizational needs assessment and planning strategic change interventions and mitigation strategies to meet change objectives and goals, including establishing and supporting change agent networks internal or external to CBSA;
- Develop Change Sponsorship and Leadership competency-development strategies working in close collaboration with executive sponsors making linkages to existing leadership development models being used at CBSA;
- Lead and support the development of various communications and engagement products, including presentations, communiqués, announcements, briefings, speaking points, questions and answers, web content, press releases, social media updates;
- Align the communication plans with the overall change management strategy;
- Review and assess existing communications collateral and provide clear recommendations on improvements;
- Coach leaders to help them work through the implications of change and to become
 effective leaders and sponsors of change;
- In support of the change leadership plan, attend CBSA Senior Executive, as well as other
 meetings, as required and support and engage senior leaders, managers and
 supervisors, to fulfill the role of change sponsor to help their direct reports through
 transitions;
- Develop and implement processes to measure the effectiveness of change management and leadership efforts to ensure measurable improvements in managing and leading change and its impact on stakeholders in transformation initiatives. As part of this work, support the development of and maintain People Readiness assessments for transformation programs – both from a client and CBSA perspective, in collaboration with the Chief Transformation Officer Branch;
- Provide executive advice to the President, CTO, Vice Presidents and Directors General on strategy for engaging senior government officials and positioning the CBSA Renewal Project's new service delivery model;
- Develop project-specific change management, communications and engagement plans and key messages based on diagnostic and gap identification;
- Develop the overarching change management, communications and engagement strategy and key messages;
- Design and implement communications activities that are aligned to existing CBSA management frameworks and project plans in continuing support of CBSA's transformation agenda;
- Develop presentations and other products for senior management and stakeholder groups as required.
- Provide guidance and oversight to CBSA Renewal change management, communications and engagement activities and processes.

Deliverables will be specified at time of the issuance of the TA but could include:

- Development and delivery of a change management plan;
- Interview guides and supporting workshop materials;
- A change impact assessment including a comprehensive stakeholder analysis;
- A change management strategy and plan including cost estimates, change implementation schedule and roles and responsibilities;
- Executive and staff level presentations for regular communications and product launch purposes; and
- Ad hoc presentations and reports as requested by the Project Authority and within the approved work plan.

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Change Management Consultant Intermediate

This resource will provide change management and stakeholder engagement support to the CTOB and to CBSA Renewal initiatives, as coordinated by the CTOB.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Provide assistance to the Project Authorities for the scheduling of change management and change leadership activities, change management deliverables and their dependencies into the Project Schedules.
- Develop, prepare and maintain the following deliverables according to the Project Schedules:
 - · Change management strategies;
 - Change Leadership Strategy
 - · Change management plans;
 - · Stakeholder assessments;
 - Change impact assessments;
 - Stakeholder engagement strategies;
 - Stakeholder engagement plans;
 - Communications strategies
 - Communications action plans
 - Partners and clients organizational capacity assessments;
 - Partners and clients organizational readiness assessments and plans;
 - Workforce management strategy and other departmental and government wide initiatives supporting people (such as Beyond 2020 and PSES);
 - Engagement reporting; and
 - Change management toolkits.
- Ensure the change initiatives are scheduled in the forward agendas of the various CBSA Governance bodies, progress tracked, monitored and approved, as needed
- Support any Change Agent Network or stakeholder-related meetings (logistics and management) for both partner and CBSA-led.
- Develop presentations for CBSA Governance bodies and ensure governance requirements and milestones are integrated into stakeholder engagement deliverables.
- Develop presentations to communicate findings, options, approaches and solicit decisions from executives, as required.
- Plan, coordinate and execute stakeholder engagement events, including but not limited to planning, facilitating, and reporting.
- Lead and support the development of various stakeholder engagement products including presentations, communiqués, announcements, briefings, speaking points, questions and answers, internet/intranet content, press releases, social media updates;
- Support coordination of communications and engagement activities.

Business Process Consultant, Senior

CBSA requires the services of a Business Process Consultant to document current and future state business processes in support of major projects as identified in each Task Authorization. The focus will be on defining current state process, identifying potential processes for streamlining, and providing a future state streamlined process. The Business Process Consultant must work closely with project authorities, business leads, and the project teams to identify and outline processes, provide advice on business requirements and implementation plans. The Business Process Consultant must provide overall advice on all business process re-engineering matters associated with the specific project identified in the Task Authorization.

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Review existing business processes and identify potential processes for streamlining;
- Provide recommendations to processes based on analysis of current processes and business needs:
- Work with the project team, business leads, and IT leads to identify opportunities for streamlining;
- Provide expert advice on business requirements, data flows, process design, and efficiencies to be gained through various process and workflow scenarios;
- Transfer functional and technical knowledge to the project team and client staff through individual and group training, demonstrations, written instructions and documents on an ongoing basis throughout the life of the project.

Deliverables will be specified at time of the issuance of the TA but could include:

- Current business processes and work flows;
- To be processes and work flows;
- Implementation plan based on analysis;
- Risks and mitigation strategies for proposed implementation plan;

Business Process Consultant, Intermediate

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Analyse business functional requirements to identify information, procedures and decision flows in order to optimize, streamline and accrue benefits for the CBSA
- Using business, workflow and organizational software tools
- Mapping existing processes and developing and mapping recommended new processes and changes as they relate to the Renewal/ Transformation Initiative

Deliverables will be specified at time of the issuance of the TA but could include:

- Current business processes and work flows:
- To be processes and work flows;
- Implementation plan based on analysis;
- Risks and mitigation strategies for proposed implementation plan;

Business Consultant, Senior

CBSA requires the services of a Business Consultant at the Senior level to provide leadership in the design of transformed program and service delivery as outlined in specific Task Authorizations.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- · Lead program and service design activities;
- Assist in the development of business transformation design and architecture, business transformation architecture standards definition and application of business transformation processes;
- Analyze current state business processes and develop future state business process models
- · Identify opportunities for performance improvement
- Develop implementation and change management plans
- Facilitate multi-stakeholder workshops to support the definition and planning of transformation implementation

Deliverables will be specified at time of the issuance of the TA but could include:

- Transformation strategy, roadmap, and plan
- Business model(s), Target Operating Model(s), and Service Model(s)

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

- Business process documentation
- Change management documentation
- · Facilitated workshops (including all plans and materials)

Business Consultant, Intermediate

CBSA requires the services of a Business Consultant at the Intermediate level to provide consulting services in the design of transformed program and service delivery as outlined in specific Task Authorizations.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Support program and service design activities;
- Analyze current state business processes and develop future state business process models
- Identify opportunities for performance improvement
- Develop implementation and change management plans
- Facilitate multi-stakeholder workshops to support the definition and planning of transformation implementation

Deliverables will be specified at time of the issuance of the TA but could include:

- Transformation strategy, roadmap, and plan
- Business model(s), Target Operating Model(s), and Service Model(s)
- Business process documentation
- Change management documentation
- Facilitated workshops (including all plans and materials)
- Performance measurement framework

Business Consultant, Junior

CBSA requires the services of a Business Consultant at the Junior level to provide consulting services in the design of transformed program and service delivery as outlined in specific Task Authorizations.

Contracted resource(s) would be responsible for, but not be limited to, the following tasks:

- Assist program and service design activities;
- Analyze current state business processes and develop future state business process models
- Identify opportunities for performance improvement
- Development implementation and change management plans
- Facilitate multi-stakeholder workshops to support the definition and planning of transformation implementation

Deliverables will be specified at time of the issuance of the TA but could include:

- Transformation strategy, roadmap, and plan
- Business model(s) and Target Operating Model(s)
- Change management strategy and plan
- Business process documentation
- Facilitated workshops (including all plans and materials)

6. Acceptance Criteria of Deliverables

All deliverables shall be done with Microsoft Suite products, such as MS Project, MS Word, MS Excel and MS PowerPoint, Adobe Acrobat or other formats as mutually agreed upon by the supplier and the Project Authority.

Amd. No. - N $^{\circ}$ de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Deliverables will use plain language and messaging adapted for their intended audience.

7. Reporting Requirements

When a TA has been authorized, the resource must provide a weekly status report in MS Word electronically to the Project Authority outlining what work was undertaken during the reporting period, what work is still outstanding, and any issues or concerns that the resource wants to identify to the attention of the Project Authority.

The status reports must also be supported by a monthly detailed time sheet mapped to deliverables, using standard template.

8. Change Management Procedures

No increase in the total liability of Canada or in the price of Work resulting from any design changes, modifications or interpretations of specifications, made by the Contractor, will be authorized or paid to the Contractor unless such changes, modifications or interpretations, have been approved, in writing, by the Contract Authority, prior to their incorporation into the Work. The Contractor shall not be obliged to perform any work or provide any service that would cause the total liability of Canada to be exceeded, unless an increase is authorized by the Contract Authority.

9. Client Support

At no time is CBSA classified data to be accessed to or from the Contractor's IT systems through the use of a session or link (e.g. VPN) be permitted. The Contractor must comply with CBSA internal security policies, directives, standards, and guidelines at all times during the Contract.

CBSA's classified data is not to be removed from CBSA sites, nor will access to or from the Contractor's IT systems through the use of a session or link (e.g. VPN) be permitted.

The CBSA's working hours are between 07:00 to 18:00 Monday through Friday, except for Statutory Holidays where Government Offices are closed. These are core hours and are not representative of the Contractor's work day. All proposed personnel could be asked to be available to work outside normal office hours during the duration of the Contract. The Project Authority will advise the Contractor as soon as possible of any required work outside standard working hours.

10. Travel

Travel within the National Capital Region (NCR) will not be reimbursed.

11. Language

The primary language of work is English; however work may be conducted in either Official Language (English and/or French). All final deliverables will be in both official languages. The Contractor must also be able to provide resources capable of conducting meetings, working sessions and interviews in both official languages when specified in the specific Task Authorizations.

12. Work Location

The work will be primarily in the National Capital Region (NCR). Work locations will vary across the NCR depending on the requirement. The Contractor's resources may be required to work onsite at CBSA site offices or Contractor's offices or by tele/videoconference depending on the Task Authorization issued.

Amd. No. - N $^{\circ}$ de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

ANNEX B, BASIS OF PAYMENT

A- Contract Period (From Contract Award to December 23, 2021)

During the period of the Contract, for Work performed in accordance with the Contract, the Contractor will be paid as specified below.

1.0 Professional Fees

	TSPS Stream and Category	All-Inclusive Firm Per Diem Rate (In CAD \$)
1	Contract Period 1: From Contract Award to December 23, 2021	
1a	3.3 Project Leader/Executive - Senior	
1b	3.2 Project Manager - Senior	
1c	2.8 Business Architect - Senior	
1d	2.8 Business Architect - Intermediate	
1e	2.6 Change Management Consultant – Senior	
1f	2.6 Change Management Consultant – Intermediate	
1g	2.5 Business Process Consultant – Senior	
1h	2.5 Business Process Consultant – Intermediate	
1i	2.5 Business Consultant – Senior	
1j	2.5 Business Consultant – Intermediate	
1k	2.5 Business Consultant – Junior	

For the purpose of this Contract, a day is defined as 7.5 hours of work, exclusive of meal breaks. Payment will be made for days actually worked, with no provision for annual leave, statutory holidays and sick leave. If time worked is more or less than a day, the all inclusive fixed daily rate must be prorated to reflect the actual time worked.

Total Estimated Cost of Professional Fees: \$4,100,000.00

B- Option to Extend the Term of the Contract

This section is only applicable if the option to extend the Contract is exercised by Canada.

During the extended period of the Contract specified below, the Contractor will be paid as specified below to perform all the Work in relation to the Contract extension.

1.0 Extended Contract Period (From expiry of Contract Period 1 to 2 years later)

	TSPS Stream and Category	All-Inclusive Firm Per Diem Rate (In CAD \$)
2	Option Period 1: From expiry of Contract Period 1 to one	
	year later	
2a	3.3 Project Leader/Executive - Senior	
2b	3.2 Project Manager - Senior	
2c	2.8 Business Architect - Senior	

Solicitation No. - N° de l'invitation 47419-208904 Client Ref. No. - N° de réf. du client 1000348904 Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

005zv CCC No./N° CCC - FMS No./N° VME

File No. - N° du dossier

2d	2.8 Business Architect - Intermediate		
2e	2.6 Change Management Consultant – Senior		
2f	2.6 Change Management Consultant – Intermediate		
2g	2.5 Business Process Consultant – Senior		
2h	2.5 Business Process Consultant – Intermediate		
2i	2.5 Business Consultant – Senior		
2j	2.5 Business Consultant – Intermediate		
2k	2.5 Business Consultant – Junior		

		T
		All-Inclusive Firm Per Diem Rate (In
	TSPS Stream and Category	CAD \$)
	,	
3	Option Period 2: From expiry of Option Period 1 to one	
	year later	
3a	3.3 Project Leader/Executive - Senior	
3b	3.2 Project Manager - Senior	
3c	2.8 Business Architect - Senior	
3d	2.8 Business Architect - Intermediate	
3e	2.6 Change Management Consultant – Senior	
3f	2.6 Change Management Consultant – Intermediate	
3g	2.5 Business Process Consultant – Senior	
3h	2.5 Business Process Consultant – Intermediate	
3i	2.5 Business Consultant – Senior	
3j	2.5 Business Consultant – Intermediate	
3k	2.5 Business Consultant – Junior	

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur 005zv

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

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ANNEX C, SECURITY REQUIREMENTS CHECK LIST

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3. a) Subcontract Nun	iber / Num	éro	du contrat de sous-traitance	3. b) Name	and	Address of Subcor	tractor / Nom et adresse du sc	ius-tra	iitarit	•••••	
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23

UNCLASSIFIED

Solicitation No. - N° de l'invitation 47419-208904 Client Ref. No. - N° de réf. du client 1000348904

Government Gouvernement du Canada

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

File No. - N° du dossier

005zv CCC No./N° CCC - FMS No./N° VME

COMMON-PS-SRCL#19 Contract Number / Numéro du contrat Security Classification / Classification de sécurité

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8. Will the sup Le fournissi If Yes, indic	inued) / PARTIE A (suite) plier require access to PROTECTED a sur aura-t-il acces à des renseignemer ate the level of sensitivity: native, indiquer le niveau de sensibilité	nts ou à des biens COMSEC di		CLASSIFIÉS?	✓ No Yes Non Oui						
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PART B - PEI	SONNEL (SUPPLIER) / PARTIE B -	PERSONNEL (FOURNISSEU	₹)								
10. a) Personr	iel security screening level required / h	viveau de contrôle de la sécurit	é du personnel requis								
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Dispose	1. e) Will there be an electronic link between the supplier's IT systems and the government department or agency? Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementalie? No Yes Non Oui										
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UNCLASSIFIED

Canada

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

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Contract Number / Numéro du contrat Security Classification / Classification de sécurité UNCLASSIFIED

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a) is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED? La description du travall visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE? If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification". Dans l'affirmative, classifier le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE? If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification". Dans l'affirmative, classifier le présent formulaire. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIÉE? If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments). Dans l'affirmative, classifier le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec				<u> </u>			0.20.		000000000000000000000000000000000000000				<u> </u>	<u></u>			
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TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité UNCLASSIFIED

Canadä

Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

COMMON-PS-SRCL#19 Government Gouvernement of Canada du Canada

Contract Number / Numéro du contrat
 Security Classification / Classification de sécurité
UNCLASSIFIED
UNCUASSIFIED

PART D - AUTHORIZATION / PAR	TIE D - AUTORISATIO	N				
 Organization Project Authority / 0 				f management		4
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613-952-2933			susan. Chambers Och	15a-ASPC	gc-cq	10-0ec 11
14. Organization Security Authority	Responsable de la séc	curité de l'organ	isme		*	
Name (print) ; Nom (en lettres moule	es)	Title - Titre		Signature	21:2	/
Stephens lufon	Lune	Green	to Specialist.		414C	- :
Telephone No N° de téléphone	Facsimile No N° de	télécopieyr	E-mail address - Adresse cou	niel	Date	/
348 301 7776		Stock	rne lafortune acc	31418	4. ce. 7.	1.8018.
15. Are there additional instructions Des instructions supplémentaire	(e.g. Security Guide. S s (ρ. ex. Guide de sécu	ecurity Classific	ation Guige) attached?		s?	No Yes Non Oui
16. Procurement Officer / Agent d'ap	provisionnement					Digitally signed by 150 outs Probin
Name (print) - Nom (en lettres moule		Title - Titre		Signature	StLouis,	SN/ CN + Studes, Robin C + CA O + GC OU + PROSC TPSOC
					Robin	/Code 2008 12 24 08 22 11 40 00
Telephone No N° de téléphone	Facsimile No Nº do	télécopieur	E-mail address - Adresse co	urriel	Date	
17. Contracting Security Authority /	Autorilé contractante er	n matière de sè	curité	***************************************		
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Jacques Saumur Jacques Saumur
Contract Security Officer
Contracts Security Division|Division des contrats sécurité /
Contract Security Program|Programme de sécurité des contrats /
Public Services and Procurement Canada| Services publics et Approvisionnement Canada Jacques.Saurnur@lpsgc-pwgsc.gc.ca Tetephone | Téléphone 613-948-1732 Facsimile | Télécopieur 613-948-1712

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité UNCLASSIFIED

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Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

ANNEX D, INSURANCE REQUIREMENTS

- 1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
- 2. The Commercial General Liability policy must include the following:
 - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
 - b. Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
 - c. Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
 - d. Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
 - e. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - f. Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - g. Employees and, if applicable, Volunteers must be included as Additional Insured.
 - h. Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
 - i. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
 - j. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
 - k. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
 - I. Litigation Rights: Pursuant to subsection 5(d) of the Department of Justice Act, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

Director Business Law Directorate, Quebec Regional Office (Ottawa), Department of Justice, 284 Wellington Street, Room SAT-6042, Ottawa, Ontario, K1A 0H8

For other provinces and territories, send to:

Senior General Counsel, Civil Litigation Section, Department of Justice 234 Wellington Street, East Tower

Amd. No. - N° de la modif.

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Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

Ottawa, Ontario K1A 0H8

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to codefend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

- 3. The Contractor must obtain Errors and Omissions Liability (a.k.a. Professional Liability) insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature but for not less than \$1,000,000 per loss and in the annual aggregate, inclusive of defence costs.
- 4.If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- 5. The following endorsement must be included:

Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur 005zv

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

ANNEX E, TASK AUTHORIZATION FORM

Contract Number	PWGSC resulting contract number.							
Task Authorization (TA) Number Contractor's Name and Address	ructions to the 1.	A Authority: Enter the number here.						
Instructions to the TA Authority: Enter the name and address	e horo							
instructions to the TA Additionty. Enter the name and addres)							
Total Fatimental Coat of Task (Applicable Taylor autor	Total Estimated Cost of Task (Applicable Taxes extra) before any \$ Instructions to the TA							
Total Estimated Cost of Task (Applicable Taxes extra) before any revisions: \$\ \text{Instructions to the TA} \\ Authority: \text{Enter the amount here.}								
TA Revisions Previously Authorized			Authority. Enter the amount here.					
Instructions to the TA Authority: the information for the prev	viously a	uthorized revision	ns must be presented in ascending order of					
assigned revision numbers (the first revision must be identified authorized, enter \$0.00. Add rows, as needed								
TA Revision Number:Instructions to	Author		or Decrease (Applicable Taxes extra)					
the TA Authority: Enter the number here, as applicable.	\$		tions to the TA Authority: Enter the amount					
TA Davidia a Number		applicable.	December (Assetted Tested to 1)					
TA Revision Number: Instructions to the TA Authority: Enter the number here, as applicable.	Author		or Decrease (Applicable Taxes extra) tions to the TA Authority: Enter the amount					
the 17 Audionty. Litter the number here, as apphoasie.		applicable.	don's to the 12 Authority. Enter the amount					
TA Revision Number: Instructions to			or Decrease (Applicable Taxes extra)					
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		applicable.						
TA Revision Number:Instructions to			or Decrease (Applicable Taxes extra)					
the TA Authority: Enter the number here, as applicable.								
TA Revision Number:Instructions to		applicable.	or Decrease (Applicable Taxes extra)					
the TA Authority: Enter the number here, as applicable.	\$		ctions to the TA Authority: Enter the amount					
	here, as	applicable.	,					
New TA Revision								
Instructions to the TA Authority: the first revision must be in is authorized, enter \$0.00.	-							
TA Revision Number:Instructions to	Authorized Increase or Decrease (Applicable Taxes extra) \$ Instructions to the TA Authority: Enter the amount							
the TA Authority: Enter the number here, as applicable.	\$here as	IIISUUU s applicable.	cions to the TA Authority. Enter the amount					
Total Estimated Cost of Task (Applicable Taxes extra		\$	Instructions to the TA Authority: Enter					
this revision:	,	·	re, as applicable.					
Contract Security Requirements (as applicable)		·	· · ·					
This task includes security requirements. At STEP 1 a): check the applicable boxes.								
□ No								
Yes. Refer to the Security Requirements Checkli								
Daniel a growma ())	,	1/A D						
Remarks: At STEP 1 a), 2a) or 3, enter the remarks, if any, or	enter : " N	I/A".						
Paguired Work								
Required Work Instructions to the TA Authority: The content of sections A, I	B C and	D helow must he	in accordance with the Contract To view					
the instructions for Section A, click on the hyperlink.								

Solicitation No. - N° de l'invitation 47419-208904 Client Ref. No. - N° de réf. du client 1000348904 Amd. No. - N° de la modif.

File No. - N° du dossier

Buyer ID - Id de l'acheteur 005zv CCC No./N° CCC - FMS No./N° VME

SECTION A - Task Description of the Work Required Instructions for Section A SECTION B – Applicable Basis of Payment Instructions for Section B SECTION C - Cost Breakdown of Task Instructions for Section C SECTION D- Applicable Method of Payment Instructions for Section D Authorization - Authorization By signing this TA, the Project Authority or the PWGSC Contracting Authority or both, as applicable, certify (ies) that the content of this TA is in accordance with the Contract. En apposant sa signature sur cette AT, le chargé de projet ou l'autorité contractante de TPSGC ou, s'il y a lieu, les deux atteste(nt) que le contenu de cette AT respecte les conditions du contrat. Name of Project Authority - Nom du chargé de projet _____ Signature Date _____ Name of PWGSC Contracting Authority -Nom de l'autorité contractante de TPSGC ______ Signature _____ Date Contractor's Signature - Signature de l'entrepreneur Name and title of individual authorized to sign for the Contractor Nom et titre de la personne autorisée à signer au nom de l'entrepreneur Signature Date _____



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

A. General Information / Informations	générales						
Contract Number / Numéro du contrat :	47419-206529 001	EL					
Contractor Name / Nom du Contracteur :	Dalian Enterprises	s and Coradix T	echnology	Consulting, in	Joint Venture		
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT)	Commitment No. N° de l'engagement			_		Date of Issuance Date d'émission	Response required by Réponse requise d'ici le
2022011404	1000368804	CC: 190810070, Fund: 2001, Functional Area: 30700 2021-09-14					
B. For Amendments Only / Aux fins d	le modification seulen	<u>nent</u>					
Amendment No. / Nº de la modification :							
C. TA Requirements / Exigences related	tives à l'AT						
Required Resource(s) / Ressource(s) requise	e(s)						
Category and Level Catégorie et Niveau		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique		Required Level(s) of Security / Niveau(x) de sécurité requis		
Business Systems Analyst - L2		***************************************	E	English	Reliability / Fiabilité		
Statement of Work (tasks, deliverables, repo	rts, etc.) / Énoncé des trav	vaux (tâches, livrable	s, rapports, et	c.):			
See attached / Voir pièce jointe							
Period of Services / Période de service:							
Initial Start Date / Date de début initiale :	Sep 20 2021] Ini	tial End Date /	Date de fin initiale :	March 31 2022		
Extented End Date (See Reason for the Ame		_					
☐ Option To Extend Initial End Date / Opti	on pour prolonger la date	de fin initiale		l			
Optional End Date(s) / Date(s) de f				Status / Statut			
			O Ir	n Effect / en vigueur			
Travel Requirement(s) / Exigence(s) de							
voyage :	Travel outside the	•	and when i	requested			
Work Location(s) / Lieu(x) de travail :	National Capital Re	egion					
PART 2 (completed by the Contractor and/or the Technical/Pro	oject Authority) / PARTIE 2 (d	complété par le Contracteur et/ou	le Responsable techn	ique / Chargé du projet)			

Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Fixed Cost Rate for the Project	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
					\$86,272.00
Business Systems Analyst - L2		I			Ψ00, <u>Σ1</u> Σ. 00
			Estimated (L Cost / Coût estimatif	\$86,272.00
				HST	\$11,215.36
1	otal Estimated Travel an	nd Living Cost / Coût	total estimatif	de voyage et de vie	
		Total Esti	mated Cost / 0	Coût total estimatif	\$97,487.36
Check applicable Basis of Pa Cocher la Base de Paiement a	•	Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	
conditions of the Contract. The client's authorization limit is \$309,000. When the	value of a TA and its	La limite d'autorisation (excluant les taxes app	du client est \$30 plicables) dépass	e cette limite, l'AT doit é	ır de l'AT et ses modifications être signée par le client autorisc
conditions of the Contract. The client's authorization limit is \$300,000. When the amendments (excluding Applicable Taxes) is in excess signed by the authorized client and forwarded to the Authority for authorization. ANTONIO UTANO Christiane Frem Name of Technical Authority / Nom de l'autorité	value of a TA and its ss of this limit, the TA must	La limite d'autorisation (excluant les taxes app et transmise à l'autorit	du client est \$30 olicables) dépass é contractante de	ତ,ଓଡ. Lorsque la valeu	ur de l'AT et ses modifications être signée par le client autorisc ion
Conditions of the Contract. The client's authorization limit is \$300,000. When the amendments (excluding Applicable Taxes) is in excessor signed by the authorized client and forwarded to the Authority for authorization. ANTONIO UTANO Christiane Frem Name of Technical Authority / Norm de l'autorité echnique Christians Fram	value of a TA and its ss of this limit, the TA must se PWGSC Contracting	La limite d'autorisation (excluant les taxes app et transmise à l'autorit	du client est \$30 olicables) dépass é contractante de	i0,000. Lorsque la valeu e cette limite, l'AT doit é TPSGC pour autorisat	ur de l'AT et ses modifications être signée par le client autorisa ion
Name of Technical Authority / Nom de l'autorité echnique	value of a TA and its ss of this limit, the TA must se PWGSC Contracting	La limite d'autorisation (excluant les taxes appet transmise à l'autorité d'autorité d'autorisation d'autorisation d'autorisation d'autorisation d'autorisation d'autorisation (exclusive d'autorisation d	du client est \$30 olicables) dépass é contractante de	i0,000. Lorsque la valeu e cette limite, l'AT doit é TPSGC pour autorisat	ur de l'AT et ses modifications être signée par le client autorisé ion
The client's authorization limit is \$300,000. When the amendments (excluding Applicable Taxes) is in excessore signed by the authorized client and forwarded to the Authority for authorization. ANTONIO UTANO Christiane Frem Name of Technical Authority / Nom de l'autorité lechnique Christians Frem Signature	value of a TA and its so of this limit, the TA must be PWGSC Contracting 2021-09-17 Date Date	La limite d'autorisation (excluant les taxes appet transmise à l'autorité d'autorité d'autorisation d'autorisation d'autorisation d'autorisation d'autorisation d'autorisation (exclusive d'autorisation d	du client est \$30 olicables) dépass é contractante de	i0,000. Lorsque la valeu e cette limite, l'AT doit é TPSGC pour autorisat	ur de l'AT et ses modifications être signée par le client autorisc ion
The client's authorization limit is \$300,000. When the amendments (excluding Applicable Taxes) is in excessor signed by the authorized client and forwarded to the Authority for authorization. ANTONIO UTANO Christiane Frem Name of Technical Authority / Nom de l'autorité l'echnique Christiane Frem Signature Teagan Léger If applicable, insert the following] Name of the representative from Strategic Procurement Division Ajouter ce qui suit, s'il y a lieu] Nom du représentant de division de l'approvisionnement stratégiques LEGER Digitally signate by LEGER TEAGAN Digita	value of a TA and its so of this limit, the TA must be PWGSC Contracting 2021-09-17 Date Date Date	La limite d'autorisation (excluant les taxes appet transmise à l'autorité l'a	du client est \$30 blicables) dépass é contractante de	e cette limite, l'AT doit é r TPSGC pour autorisat e l'autorité contractante	ur de l'AT et ses modifications être signée par le client autorisc ion



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

A. General Information / Information	s générales			
Contract Number / Numéro du contrat :	47419-206529 001	EL		
Contractor Name / Nom du Contracteur :	Dalian Enterprise	s and Coradix T	echnology Consulting, in	Joint Venture
Task Authorization (TA) No. N⁰ de l'autorisation de tâches (AT)	Commitment No. N° de l'engagement			Response required by Réponse requise d'ici le
2022011489	1000364679	190810040 / 200	2021-07-27	
B. For Amendments Only / Aux fins	de modification seulen	nent	<u> </u>	•
Amendment No. / Nº de la modification :				
C. TA Requirements / Exigences rela				
Required Resource(s) / Ressource(s) required	se(s)			
Category and Level Catégorie et Niveau		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Technology Architect Level 3			English	Reliability / Fiabilit
Statement of Work (tasks, deliverables, rep	orts, etc.) / Énoncé des trav	I vaux (tâches, livrables	s, rapports, etc.):	
Saa attaabad / Vair nikaa jainta				
See attached / Voir pièce jointe				
Period of Services / Période de service:				
Initial Start Date / Date de début initiale :	20-Sep-2021] Init	tial End Date / Date de fin initiale :	07-Aug-2022
Extented End Date (See Reason for the Am		1		07-Aug-2022
Extended Lind Date (See Neason for the Air	rendinent) / Date de im proi	origee (voii ivaisori pi	our la mounication).	
Option To Extend Initial End Date / Op	tion pour prolonger la date	de fin initiale		
Optional End Date(s) / Date(s) de	fin optionnelle(s)		Status / Statut	
			O In Effect / en vigueur	
Travel Requirement(s) / Exigence(s) de voyage :				

Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Fixed Cost Rate for the Project	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
					\$182,820.00
Technology Architect Level 3					
			Estimated	Cost / Coût estimatif	\$182,820.00
	Total Estimated Travel a	nd Living Cost / Coû	t total estimatif	HST de voyage et de vie	\$23,766.60 \$0.00
		Total Esti	imated Cost /	Coût total estimatif	\$206,586.60
Check applicable Basis of Pa Cocher la Base de Paiement ap	•	Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	
be signed by the authorized client and forwarded to the Authority for authorization. Christians Fram Name of Technical Authority / Nom de l'autorité technique	September 16, 21	Name of Contracting A	uthority / Nom de	e l'autorité contractante	Date
Signature	-	Signature			
Teagan Léger Name of the representative from CBSA Procurement LEGER Digitally signed by LEGER TEAGA DN: C=ca, O=gc, OU=ccra-adrc, OU=PERSONNEL, CN=LEGER TE + SERIALN/MBER=202(10420834 Reason: I agree to the terms define AGAN placement of my signature in this discontinuous control of the	N EAGAN 26302 ed by the locument e	Signature			
Teagan Léger Name of the representative from CBSA Procurement LEGER Digitally signed by LEGER TEAGA DN: C=ca, O=gc. OU=cora-adrc, OU=PERSONNEL (CN=LEGER TE + SERIALNUMBER=20210420834 Resson: lagre to the terms define placement of my signature in this of placement of my signature in this of Date: 2021-09-16 11:34:31 Foxit PhantomPDF Version: 10.0.1	N EAGAN 26302 ad by the locument e		CONTRACT	EI IID	
Teagan Léger Name of the representative from CBSA Procurement LEGER Digitally signed by LEGER TEAGA DN: C=ca, O=gc, OU=ccra-adrc, OU=PERSONNEL, CN=LEGER TE + SERIALN/MBER=202(10420834 Reason: I agree to the terms define AGAN placement of my signature in this discontinuous control of the	N EAGAN 26302 ad by the locument e		ONTRACT	EUR	

Response required by

2021-08-30

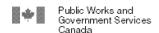
Réponse requise

d'ici le :

Date of Issuance

Date d'émission :

2021-08-23



A. General Information / Informations générales

Contract Number / Numéro du contrat :

Contractor Name / Nom du Contracteur :

Task Authorization (TA) No.

2022012336

Nº de l'autorisation de tâches (AT) :

Travaux publics et Services gouvernementaux Canada

47060-197627-003

Makwa

STOT No.

Nº de l'EDT :

1000367249

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Financial Coding

Code financier :

1950 400 10

B. For Amendments Only / Aux fins de mod	lification seulement				
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la modif	ication :				
C. TA Requirements / Exigences relatives a	à l'AT				
Required Resource(s) / Ressource(s) requise(s)					
Category and Catégorie et		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)		Profile / Profile juistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Application / Software Architect (Analytics) Level 3					Secret
Statement of Work (tasks, deliverables, reports, e	lc.) / Énoncé des travaux (tâches, livrables,	rapports, etc.)			
See attached / Voir pièce jointe					
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :	27-Sep-2021	7	Initial End Date	Date de fin initiale :	27-Sep-2022
Extented End Date (See Reason for the Amendme	ent) / Date de fin prolongée (voir Raison pou	r la modification):			
☐ Option To Extend Initial End Date / Option po	ur prolonger la date de fin initiale				
Optional End Date(s) / Date((s) de fin optionnelle(s)		Status / Sta	atut	
			O In Effect / er	ı vigueur	
Travel Requirement(s) / Exigence(s) de voyage :	n/a				
Work Location(s) / Lieu(x) de travail :	Vanier Towers, 333 North River	Road	Ontario		
PART 2 (completed by the Contractor and/or the Technical/Project Authori					
Contractor Resource(s) and Estimated Cos Note: once approved, only the following resources may provide services under this					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost Coût total estimatif
Application Arch Level 3					\$295,625.00
					\$0.00
			Estimated	l Cost / Coût estimatif	\$295,625.00
	To	tal Estimated Travel and Living Cost /	Coût total estima		\$0.00
				HST @ 13%	\$38,431.25 1 of 2

		Total Estimated Cos	st / Coût total estimatif	\$334,056.25
Check applicable Basis of Payment / Cocher la Base de Paiement applicable :	Maximum Price / Prix Maximum :	X	Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE I	L'AT PAR LE CANADA			
By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contrac	En apposant sa signature sur l'AT, l' t. contractante de TPSGC atteste(nt)			
The client's authorization limit is \$300,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du client est (excluant les taxes applicables) dép contractante de TPSGC pour autori	asse cette limite, l'AT doit ê		et transmise à l'autorité
Name of Technical Authority / Nom de fautorité technique Date	Name of Contracting Authority / Nor	m de l'autorité contractante	<u> </u>	ate
CARR JEFFREY Digitally signed by CARR JEFFREY Date: 2021.09.24 13:27:06 -04'00'	OTOOLE TAMMY		TAMMY frc, OU-PERSONNEL, RIALNUMBER-2013309231042945 is document n here	
Signature	Signature			
Name of the representative from the SPMMD of CBSA / Date Nom d'un représentant de la DAGBS de l'ASFC				
OTOOLE TAMMY Out logical of the first and t				
Signature				
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CO	NTRACTEUR			



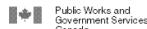
TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

A. General Information / Informations générale	8					
Contract Number / Numéro du contrat ;	47060-187626-002					
Contractor Name / Nom du Contracteur :	TPG Consulting					
Task Authorization (TA) No. № de l'autorisation de tâches (AT) :	STOT No. Nº de l'EDT :	Financial Coding Code financier	Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :		
2022012366	1000366941	1950 400 50		2021-08-17	2021-09-06	
B. For Amendments Only / Aux fins de modific	ation seulement					
Amendment No. / Nº de la modification :						
Reason for the Amendment / Raison pour la modificat!	on :					
•						
C. TA Requirements / Exigences relatives à l'A	I					
Required Resource(s) / Ressource(s) requise(s)						
	Category and Level Category and Level Category and Level Categorie et Niveau Categorie			Required Level(s) of Security / Niveau(x) de sécurité requis		
Project Manager L	Project Manager Level 3			English		
Statement of Work (tasks, deliverables, reports, etc.) / See attached / Voir pièce jointe	Énoncé des travaux (tâches, livrables,	rapports, etc.)				
Period of Services / Période de service:		1				
Initial Start Date / Date de début initiale :	01-Nov-2021	j	Initial End Date	/ Date de fin initiale :	31-Mar-2022	
Extented End Date (See Reason for the Amendment) /	Date de fin prolongée (voir Raison pou	la modification)				
Option To Extend Initial End Date / Option pour pr	rolonger la date de fin initiale	•				
Optional End Date(s) / Date(s) d	e fin optionnelle(s)		Status / St	atut		
03-Sep-2021			X In Effect / e	n vigueur		
03-Sep-2022	•	X In Effect / en vigueur				
•	03-Sep-2023 O In Effect / en vigueur					
03-Sep-2023	}		O In Effect / ea	n vigueur		
			O In Effect / ea	n vigueur		
Travel Requirement(s) / Exigence(s) de voyage :	n/a	Poord		n vigueur		
Travel Requirement(s) / Exigence(s) de voyage : Work Location(s) / Lieu(x) de travail :	n/a Vanier Towers, 333 North River		O In Effect / ea	n Vigueur		
Travel Requirement(s) / Exigence(s) de voyage : Work Location(s) / Lieu(x) de travail : PART 2 (complained by the Contractor and/or the TechnicalProject Authority)	n/a Vanier Towers, 333 North River PARTIE 2 (complied par la Contractiva effou la Respon	aable lactrique / Chargé du projui)		n vigueur		
O3-Sep-2023 Travel Requirement(s) / Exigence(s) de voyage : Work Location(s) / Lieu(x) de travail : PART 2 (completed by the Contractor and/or the TechnicalProject Authority) / Contractor Resource(s) and Estimated Cost / I Name / Norm Category and Level / Catégorie et Niveau	n/a Vanier Towers, 333 North River PARTIE 2 (complied par la Contractiva effou la Respon	aable lactrique / Chargé du projui)		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost Coût total estimatif	
Travel Requirement(s) / Exigence(s) de voyage : Work Location(s) / Lieu(x) de travail : PART 2 (completed by the Contractor and/or the TechnicalProject Authority) Contractor Resource(s) and Estimated Cost / I Name / Norm	n/a Vanier Towers, 333 North River PARTIE 2 (complish par is Contracteur effour is Responses) du Contracteur et Cot the land licks approvée, reules lies ressources subantes pouver PWGSC Security File No. / Nº du dossier de sécurité TPSGC	aatie lachrique / Chargé du projet) <u>Port total estimatif</u> lourir das sendose sous la présente AT	Ontario Per Diem Rate /	Estimated Level of Effort (days) / Niveau d'effort estimatif		

Estimated Cost / Coût estimatif

\$83,200.00

т	otal Estimated Travel and Living Co	st / Coût total estim	atif de voyage et de vie	\$0.00
			HST @ 13%	\$10,816.00
	То	tal Estimated Cost	/ Goût total estimatif	\$94,016.00
Check applicable Basis of Payment / Cocher la Base de Palement applicable :	Maximum Price / Prix Maximum :	X	Firm Price / Prix Ferme	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'	AT PAR LE CANADA			
By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.	En apposant sa signatura sur IAT, l'auto contractante de TPSGC attaste(nt) que			
The clent's authorization limit is \$250,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du client est \$250 (excluent les taxes applicables) dépasse contractante de TPSGC pour autorisation	cette limite, JAT doit éti		transmise à l'autorité
Jeff Carr	LAROSE JA	SON	igitally signed by LA ate: 2021.10.28 09:4	ROSE JASON 1:22 -04'00'
Name of Technical Authority / Norm de l'autorité technique Date CARR JEFFREY Digitally signed by CARR Date: 2021.08.17 08:42:38 -04'00'	Name of Contracting Authority / Nom de	l'autorité contractante	Dat	<u>*************************************</u>
Signature	Signature			
Name of the representative from the SPMMD of CBSA / Date Nom d'un représentant de la DAGBS de l'ASFC	dame.			
Signeture				
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CON	TRACTEUR			
			Od 28	2021
Name and i sie of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur	Signature	***************************************		*



A. General Information / Informations générales

Contract Number / Numéro du contrat :

Contractor Name / Nom du Contracteur :

Task Authorization (TA) No.

Public Works and Government Services Services gouvernementaux Canada

47060-197627-001

Donna Cona

STOT No.

TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

Financial Coding

Code financiar

Response required by

Réponse requise

Date of Issuance

in de radionsation de taches (AT).	N de lebi.	Code ilitariciei :		Date d'emission.	d'ici le :
202201246	1000366831			2021-08-18	2021-08-31
B. For Amendments Only / Aux fins de modifica	tion seulement				
Amendment No. / Nº de la modification :	tion scalement				
	n ·				
Reason for the Amendment / Raison pour la modificatio	п.				
	-				
C. TA Requirements / Exigences relatives à l'A	<u>[</u>				
Required Resource(s) / Ressource(s) requise(s)		Taking stad Lavel of	<u> </u>		Denvised Level/e) of
Category and Lev	el	Estimated Level of Effort (days) / Niveau	Linguistic	Profile / Profile	Required Level(s) of Security /
Catégorie et Nivea	au	d'effort estimatif	ling	juistique	Niveau(x) de sécurité
		(jours)			requis
Business Architect I	aval 3		_	nglish	Sooret
Business Architect	Level 3		_	ngiisti	Secret
Statement of Work (tasks, deliverables, reports, etc.) /	Énoncé des travaux (tâches livrables :	rapports etc.)			
	Ellottoo doo tidadax (taorioo, iiviabloo, i	apporto, oto.)			
See attached / Voir pièce jointe					
Period of Services / Période de service:					
Initial Start Date / Date de début initiale :	23 07 -Sep-2021	1	Initial End Data	Date de fin initiale :	31-Mar-2022
Extented End Date (See Reason for the Amendment) /	<u> </u>	1	initial End Date	Date de III miliale .	31-IVIAI-2022
Extended and Date (See Reason for the Amendment)	Date de IIII prolongee (voir Kaison podi	ia modification).			
Option To Extend Initial End Date / Option pour pro	olonger la date de fin initiale	T			
Optional End Date(s) / Date(s) de	fin optionnelle(s)		Status / Sta	atut	
			O In Effect / er	n vigueur	
	-1-				
Travel Requirement(s) / Exigence(s) de voyage : Work Location(s) / Lieu(x) de travail :	n/a Vanier Towers, 333 North River	Pood	Ontario		
- Voik Education(3) / Eleu(x) de travair .	Value Towers, 555 North Niver	Noau	Officialio		
PART 2 (completed by the Contractor and/or the Technical/Project Authority) / F	PARTIE 2 (complété par le Contracteur et/ou le Respon	sable technique / Chargé du projet)			
Contractor Resource(s) and Estimated Cost / R Note: once approved, only the following resources may provide services under this TA. / No					
				Estimated Level of	
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Effort (days) / Niveau d'effort estimatif	Total Estimated Cost / Coût total estimatif
- Business Architect Level 3				(jours)	\$157,500.00
			Estimated	 d Cost / Coût estimatif	\$157,500.00
	To	tal Estimated Travel and Living Cost /			\$0.00
	10	La Estimated Travel and Living Cost /	Cour ivial collilid		
				HST @ 13%	\$20,475.00
					1 of 2
					1012

	Tot	al Estimated Cost	Coût total estimatif	\$177,975.00
Check applicable Basis of Payment / Cocher la Base de Paiement applicable :	Maximum Price / Prix Maximum :	X	Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'A	AT PAR LE CANADA			
By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.	En apposant sa signature sur l'AT, l'autor contractante de TPSGC atteste(nt) que l			
The client's authorization limit is \$300,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du client est \$300 (excluant les taxes applicables) dépasse contractante de TPSGC pour autorisation	cette limite, l'AT doit être		transmise à l'autorité
Jeff Carr				
CARR JEFFREY Digitally signed by CARR JEFFREY Date: 2021.08.18 09:30:41 -04'00'	Name of Contracting Authority / Nom de	l'autorité contractante	Da	te
ignature	Signature			
Name of the representative from the SPMMD of CBSA / Nom do prépentant de la Tige par l'AFCA Digitally signed by SAVARIA NANCY DN: C=ca, O=gc, OU=ccra-adrc, OU=PERSONNEL, CN=SAVARIA NANCY + SERIALNUMBER=2015324231038225 Reason: I am the author of this document Location: your signing location here Date: 2021-09-10 12:03:22 Foxit PhantomPDF Version: 10.0.1	-			
PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONT	RACTEUR			
			2021-09)-23
Name and Title of individual authorized to sign on behalf of the Contractor /	Signature		Da	te



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

A. General Information / Information	s générales					
Contract Number / Numéro du contrat :	47419-198132/001/EL					
Contractor Name / Nom du Contracteur :	TEKSYSTEMS CANA	ADA CORP.				
Task Authorization (TA) No. № de l'autorisation de tâches (AT) :	Commitment No. Nº de l'engagement :					
2022012536	1000368806	CC: 19083 Fund: 20 Functional Are	001,	2021-08-27	2021-08-31	
B. For Amendments Only / Aux fins	de modification seulemer	<u>nt</u>				
Amendment No. / Nº de la modification :						
Reason for the Amendment / Raison pour la	a modification :					
C. TA Requirements / Exigences rela	atives à l'AT					
Required Resource(s) / Ressource(s) requis	se(s)					
Category and Level Catégorie et Niveau		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique		Required Level(s) of Security / Niveau(x) de sécurité requis	
Technology Architect - Level 3			English		Reliability / Fiabilité	
Statement of Work (tasks, delivera	bles, reports, etc.) / Éno	ncé des travaux (tâches, livr	ables, rapports,	etc.)	
See attached / Voir pièce jointe						
See attached / Voir pièce joint						
Period of Services / Période de service: Initial Start Date / Date de début initiale : Extented End Date (See Reason for the Am	12-Oct-2021			/ Date de fin initiale	11-Oct-2022	
<u> </u>	,		ia modification	1).		
Option To Extend Initial End Date / Optional End Date(s) / Date(s)		fin initiale		Status / Statut		
			0 1	n Effect / en vigueur		
			0 1	n Effect / en vigueur		
Travel Requirement(s) / Exigence(s) de voy	ag n/a					
Work Location(s) / Lieu(x) de travail :	NCR - Work rem	otaly off cita				

Name / Category and Level / C		PWGSC Security File No. / N° du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
I.11 Te	chnology					\$308,000.00
				Estimated	Cost / Coût estimatif	\$308,000.00
					Applicable Taxes	\$40,040.00
		Total Estimated Travel an	d Living Cost / Coût	total estimatif	de voyage et de vie	\$0.00
			Total Estin	nated Cost / 0	Coût total estimatif	\$348,040.00
	Check applicable Basis of Payment / Cocher la Base de Paiement applicable :		Maximum Price / Prix Maximum :	Х	Firm Price / Prix Ferme :	

PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'AT PAR LE CANADA

Authority certify(ies) that the content of this TA is in of the Contract.	nd/or the PWGSC Contracting accordance with the conditions	En apposant sa signature sur l'AT, le client autorisé et/ou l'autorité contractante de TPSG atteste(nt) que le contenu de cette AT est conforme aux conditions du contrat.			
The client's authorization limit is \$300,000. When the amendments (excluding Applicable Taxes) is in excisigned by the authorized client and forwarded to the for authorization.	ess of this limit, the TA must be	La limite d'autorisation du client est 300,000 \$. Lorsque la v modifications (excluant les taxes applicables) dépasse cette limite, l'AT d autorisé et transmise à l'autorité contractante de TPSGC po	oit être signée par le client		
Christiane Frem	2021-09-23	Silvana Mansour	October 8, 2021		
Name of Technical Authority / Nom de l'autorité tech	n Date	Name of Contracting Authority / Nom de l'autorité contractante	Date		
Christians Frem		Mansour, Silvana Digitally signed by Mansour, Silvana Date: 2021.10.08 09:21:50 -04'00'			
Signature	-	Signature	_		
PART 4 - CONTRACTOR SIGNATU	RE / PARTIE 4 - SIGN	ATURE DU CONTRACTEUR			
PART 4 - CONTRACTOR SIGNATU Christian LeBlanc - Account Manager	RE / PARTIE 4 - SIGN	ATURE DU CONTRACTEUR	2021-08-31		



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

A. General Information / Informations g	<u>énérales</u>				
Contract Number / Numéro du contrat :	47419-A211212				
Contractor Name / Nom du Contracteur :	Veritaaq / Experis				
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT) :	Commitment No. Nº de l'engagement :	Financial Coding Date of Issuance Code financier: Date d'émission :			Response required by Réponse requise d'ici le :
2022012541	1000367584	191020030 - Ci gl 7490		2021-09-23	25-sept-2021
B. For Amendments Only / Aux fins de	modification seulem	ent			
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la mo	odification :				
Treatest for the full of the first for the f	odinodion .				
	\ H.A.T.				
C. TA Requirements / Exigences relativ					
Required Resource(s) / Ressource(s) requise(s	s)	1			
Category and Level Catégorie et Niveau		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Linguistic Profile / Profile linguistique		Required Level(s) of Security / Niveau(x) de sécurité requis
Project Manager Level	3		English Essential		Level II (Secret)
Statement of Work (tasks, deliverables, reports	, etc.) / Énoncé des trava	aux (tâches, livrables	, rapports, etc.	.)	
See attached / Voir pièce jointe					
Period of Services / Période de service:		•			
Initial Start Date / Date de début initiale :	03-sept-2021	In	itial End Date	/ Date de fin initiale :	17-déc-2021
Extented End Date (See Reason for the Amend	ment) / Date de fin prolo	ngée (voir Raison po	our la modificat	ion):	
☐ Option To Extend Initial End Date / Option	pour prolonger la date d	e fin initia l e			
Optional End Date(s) / Date(s) de fin	optionnelle(s)		Sta	atus / Statut	
			O In E	ffect / en vigueur	
Travel Requirement(s) / Exigence(s) de voyage			NIL		
Work Location(s) / Lieu(x) de travail :	Co	ntractor Faciliti	es or 333 N	North River Roa	d

Contractor Resource(s) and Estimate Note: once approved, only the following resources may provide services					
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cos / Coût total estimatif
		'			\$64 600,00
					\$0,00
			Estimated	L Cost / Coût estimatif	\$64 600,00
				Applicable Taxes	\$8 398,00
	Total Estimated Travel a	and Living Cost / Coût	t total estimati	f de voyage et de vie	\$0,00
		Total Esti	mated Cost /	Coût total estimatif	\$72 998,00
Check applicable Basis of P Cocher la Base de Paiement a	•	Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	
The client's authorization limit is \$300,000. When the amendments (excluding Applicable Taxes) is in excibe signed by the authorized client and forwarded to Authority for authorization.	cess of this limit, the TA must	modifications (excluant les taxes app autorisé et transmise à			être signée par le client autorisation
Denis Normand	2021-08-05				
DENIS	signed by NORMAND 21.09.23 15:03:39 -04'00'	Name of Contracting A contractante	uthority / Nom d	e l'autorité	Date
Denis Normand	2021-08-05	Olgitatoro			
Name of the representative from Canada Border Services Agency Nom du représentant de l'Agence des services frontaliers du Canada	Date signed by NORMAND				
NORMAND DENIS DENIS	-: -0.00 45 00 55 04l00l				
NORMAND DENIS DENIS	<u>02</u> 1.09.23 15:03:55 -04'00'				
NORMAND DENIS DENIS Date: 20		GNATURE DU C	ONTRACT	EUR	

1000367584 - 2022012541 - TA

Final Audit Report 2021-09-28

Created: 2021-09-28

Ву:

Status: Signed

Transaction ID: CBJCHBCAABAA3DMh9K3ts1NSUfRPqnb7hJeQxc5nzv6y

"1000367584 - 2022012541 - TA" History

Document created by 2021-09-28 - 8:43:50 PM GMT-

Document emailed to for signature 2021-09-28 - 8:44:26 PM GMT

Email viewed by 2021-09-28 - 8:45:16 PM GMT-

Document e-signed by
Signature Date: 2021-09-28 - 8:45:31 PM GMT - Time Source: server-

Agreement completed.
 2021-09-28 - 8:45:31 PM GMT





TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

A. General Information / Informations générale					
Contract Number / Numéro du contrat :	47060-197627-002				
Contractor Name / Nom du Contracteur :	Adirondack				
Task Authorization (TA) No. Nº de l'autorisation de tâches (AT) :	STOT No. Nº de l'EDT :	Financial Coding Code financier :		Date of Issuance Date d'émission :	Response required by Réponse requise d'ici le :
2022012975	1000369765	1950 400 40		2021-09-08	2021-09-13
B. For Amendments Only / Aux fins de modifie	cation seulement				
Amendment No. / Nº de la modification :					
Reason for the Amendment / Raison pour la modification	on :				
C. TA Requirements / Exigences relatives à l'A Required Resource(s) / Ressource(s) requise(s)	<u>NT</u>				
Category and I Catégorie et Ni		Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)		Profile / Profile guistique	Required Level(s) of Security / Niveau(x) de sécurité requis
Business Consulta	ant Level 2		English		Secret
Statement of Work (tasks, deliverables, reports, etc.) / See attached / Voir pièce jointe	Énoncé des travaux (tâches, livrables, rappo	rts, etc.)			
Period of Services / Période de service: Initial Start Date / Date de début initiale : Extented End Date (See Reason for the Amendment) /] odification):	Initial End Date	/ Date de fin initiale :	30-Sep-2022
Optional End Date(s) / Date(s)			Status / Sta	ntut	
			O In Effect / en	vigueur	
Travel Requirement(s) / Exigence(s) de voyage :	n/a				
Work Location(s) / Lieu(x) de travail :	Vanier Towers, 333 North River	Road	Ontario		
PART 2 (completed by the Contractor and/or the Technical/Project Authority) /	PARTIE 2 (complété par le Contracteur et/ou le Responsal	ble technique / Chargé du projet)			
Contractor Resource(s) and Estimated Cost / Note: once approved, only the following resources may provide services under this TA. /	Ressource(s) du Contracteur et Coût Nota : une fois approuvée, seules les ressources suivantes peuvent fou	total estimatif mir des services sous la présente AT			
Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
Bus Con. Level 2					\$229,200.00
			Estimate	ed Cost / Coût estimatif	\$229,200.00
		Total Estimated Travel and Living Cos	st / Coût total estima	atif de voyage et de vie	\$0.00
				HST @ 13%	\$29,796.00

		Total Estimated Co	st / Coût total estimatif	\$258,996.00
Check applicable Basis of Payment / Cocher la Base de Paiement applicable :	Maximum Price / Prix Maximum :	Х	Firm Price / Prix Ferme :	
PART 3 - TA APPROVAL BY CANADA / PARTIE 3 - APPROBATION DE L'A	T PAR LE CANADA			
By signing this TA, the Technical Authority, the representative from the SPMMD of CBSA and/or the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract.	En apposant sa signature sur l'AT, l'auto contractante de TPSGC atteste(nt) que			
The client's authorization limit is \$300,000. When the value of a TA and its amendments (excluding Applicable Taxes) is in excess of this limit, the TA must be signed by the authorized client and forwarded to the PWGSC Contracting Authority for authorization.	La limite d'autorisation du client est \$300 (excluant les taxes applicables) dépasse contractante de TPSGC pour autorisatio	e cette limite, l'AT doit ê		it transmise à l'autorité
Digitally signed by WILLENEUVE Date Dat	_			
Name of Te dfinds flow that the transmitted terr , nique Date MICHEL VE MICHEL Date: 2021.09.08	Name of Contracting Authority / Nom de	l'autorité contractante	Dat	е
Signature 12:40:32 -04'00'	Signature			
	-			

PART 4 - CONTRACTOR SIGNATURE / PARTIE 4 - SIGNATURE DU CONTRACTEUR

		0.0004
		Sept. 8, 2021
Name and Title of individual authorized to sign on behalf of the Contractor / Nom et titre Signature de la personne autorisée à signer au nom de l'entrepreneur	Signature	Date

Public Works and Government Services Canada Travaux publics et Services gouvernementaux Canada

Ship to - Expédier à

CBSA - Blair Hurd 2215 Gladwin Crescent Building C Ottawa, ON

K1B 4K9

Supplier - Fournisseur

Smiths Detection Montreal Inc. 6865 Century Avenue Suite 3002 Missisauga, ON

Call-up Against a Standing Offer Commande subséquente à une offre à commandes

To the supplier: The standing offer identified below is accepted as follows: You are required to supply the goods or services, or both, shown below at the prices or on the pricing basis stated and in accordance with the other conditions stated in the standing offer. Only goods or services, or both, included in the standing offer will be supplied in the call-up against the standing offer.

Au fournisseur: L'offre à commandes indiquée ci-dessous est acceptée selon les modalités suivantes : Vous devez fournir les biens ou les services, ou les deux, indiqués ci-dessous selon les prix ou la base de tarification établie, et conformément avec les autres conditions stipulées dans l'offre à commandes. Seuls les biens ou les services, ou les deux, inclus dans l'offre à commandes seront fournis dans la commande subséquente à l'offre à commandes.

Security: The call-up includes security provisions.

Missisauga, ON L5N 7K2	NO NO	☐ Y	ES If YES, attacl	h a SRCL to the call-up				
		NON L	<u> </u>	UI Si OUI, joind	re une LVERS à la demande			
nvoices must be sent in accordance with - Les factures doivent être envoyées selon :								
The detailed instructions in the standing offer Les instructions détaillées dans l'offre à commandes The address shown in the "Ship to" block L'adresse indiquée dans la case « Expédier à » Special instructions below Les instructions particulières ci-dessous								
Each shipment must be accompanied by a packing or delivery slip. All invoices, bills of lading and packing slips must show the following reference numbers.				Financial Code(s) - Co	de financier(s)			
Chaque expédition doit être accompagnée d'un b connaissements et bordereaux d'emballage doive		193020010 - H005	05-01 - 2001 - 11200 - 76109					
Standing Offer No Nº de l'offre à commandes	Requisition No N			Client Reference No.				
	Order. Off Bur. dem. YY - AA	Serial No Nº	de série	Nº de référence du cli	ent (facultatif)			
47419-204824/001/PV				10003	72257 / 2022014873			

The representative of the Identified User signing the call-up form must indicate his or her physical address. This address will constitute the address most connected with the supply and will determine, where applicable, the place of supply for this procurement.

Le représentant de l'utilisateur désigné qui signe le formulaire de commande subséquente doit indiquer son adresse municipale, qui constituera l'adresse la plus associée à l'approvisionnement et qui déterminera, le cas échéant, le lieu d'approvisionnement pour cette commande.

	ment No. nodification				ration Valeur précédenté (\$) Valeur de l'augmentation ou diminution (\$) Total des dépenses estimatives ou			s estimatives ou révisées
Item No. Nº de l'article		NATO Stock No. / Item Description enclature de l'OTAN / Description de l'article		U. of I. J. de d.	Quantity Quantité	Unit Price Prix unitaire (\$)	Extended Price Prix calculé (\$)	
1	Part # 6822344-B Manua	al swabs, NE					27,980.00	
2	Part # 1823203-A Verific	pens					4,616.00	
3	Shipping				1.00	90.00	90.00	
4	HST (13%)				1.00	4237.48	4,237.48	
•	nstructions - Instructions particules to be relayed to vendors	lières s-fournisseurs@cbsa-asfc.gc.ca				Total	36,923.48	

Delivery required by - Livraison requise le For further information, call - Pour renseignements supplémentaires, contacter (AAAA-MM-JJ) Telephone No. - Nº de téléphone Name - Nom Julie Grondin (613) 954-1647 2021-10-22 Approved for the Minister - Approuvé pour le Ministre For internal purposes only - Pour usage interne seulement Pursuant to subsection 32(1) of the Financial Administration Act, funds are available. En vertu du paragraphe 32(1) de la Loi sur la gestion des finances publiques, des fonds sont disponibles As per purchase requisition Date (YYYY-MM-DD - AAAA-MM-JJ) Signature (Mandatory - Obligatoire) Date (YYYY-MM-DD - AAAA-MM-JJ) Signature (Mandatory - Obligatoire)



Page

of de

Extended Price Prix calculé (\$)

Order	Requisition No N° : Off. Bur. dem. YY - A/		Client Reference No. (optional) N° de référence du client (facultatif) 1000372257 / 202201	4873		
Item No. Nº de l'article	Nº de n	NATO Stock No. / Item Desormenclature de l'OTAN / Desormence		U. of I. U. de d.	Quantity Quantité	Unit Price Prix unitaire (\$)

Requisition	demande	Client Reference No. (optional)
Order. Off. Bur. dem.	Serial No № de série	N° de référence du client (facultatif)
		1000372257 / 2022014873

Page of de

		1 1					
No. de icle	NATO Stock No. / Item Description Nº de nomenclature de l'OTAN / Description de l'article	U. of I. U. de d.	Quantity Quantité	Unit Price Prix unitaire	Extended Price Prix calculé (\$)		
cie	N° de nomendature de l'OTAN / Description de l'article			(\$)	(\$)		
1							

Requisition	demande	Client Reference No. (optional)
Order. Off. Bur. dem.	Serial No Nº de série	N° de référence du client (facultatif)
		1000372257 / 2022014873

Page of de

m No. ¹⁰ de rticle	NATO Stock No. / Item Description Nº de nomenclature de l'OTAN / Description de l'article	U. of I. U. de d.	Quantity Quantité	Unit Price Prix unitaire (\$)	Extended Price Prix calculé (\$)



TASK AUTHORIZATION FORM FORMULAIRE D'AUTORISATION DE TÂCHES

PART 1 (completed by the Technical/Project Authority) / PARTIE 1 (complété par le Responsable technique / Chargé du projet) A. General Information / Informations générales Contract Number / Numéro du contrat : CW2224219 Contractor Name / Nom du Contracteur : 49 Solutions Inc. Response required Financial Coding Date of Issuance Task Authorization (TA) No. Commitment No. Nº de l'autorisation de tâches (AT) : Code financier: Date d'émission : Nº de l'engagement : Réponse requise d'ici le : 1000370051 Cost Center: 190840000 2022013441 18-Oct-2021 20-Oct-2021 B. For Amendments Only / Aux fins de modification seulement Amendment No. / Nº de la modification : 001 Reason for the Amendment / Raison pour la modification : This Amendment 001 is issued to replace is no longer available to complete the work required. No change in the SOW. The changes will be as follows: level of effort from (\$64,750) to 0 days (\$0.00). 1. Decrease (\$64,750). with level of effort of 2. Add All other terms and conditions remains unchanged. C. TA Requirements / Exigences relatives à l'AT Required Resource(s) / Ressource(s) requise(s) Estimated Level of Required Level(s) of Effort (days) / Category and Level Linguistic Profile / Profile Security / Niveau Catégorie et Niveau linguistique Niveau(x) de d'effort estimatif sécurité requis (jours) B.1 Business Analyst - Level 3 English Reliability I.11 Technology Architect - Level 3 English Reliability I.10 Technical Architect - Level 3 English Reliability P.7 System Administrator - Level 3 English Reliability Statement of Work (tasks, deliverables, reports, etc.) / Énoncé des travaux (tâches, livrables, rapports, etc.) See attached / Voir pièce jointe Period of Services / Période de service: Initial Start Date / Date de début initiale : 14-Oct-2021 Initial End Date / Date de fin initiale : 31-Mar-2022 Extented End Date (See Reason for the Amendment) / Date de fin prolongée (voir Raison pour la modification): Option To Extend Initial End Date / Option pour prolonger la date de fin initiale Optional End Date(s) / Date(s) de fin optionnelle(s) Status / Statut O In Effect / en vigueur None. All the work associated with this requirement is planned to be carried out in the Travel Requirement(s) / Exigence(s) de voyage National Capital Region (NCR) Work Location(s) / Lieu(x) de travail : Onsite at CBSA site offices and project site locations within NCR / Remote Working PART 2 (completed by the Contractor and/or the Technical/Project Authority) / PARTIE 2 (complété par le Contracteur et/ou le Responsable technique / Chargé du projet)

Contractor Resource(s) and Estimated Cost / Ressource(s) du Contracteur et Coût total estimatif

Name / Nom Category and Level / Catégorie et Niveau	PWGSC Security File No. / Nº du dossier de sécurité TPSGC	Linguistic Profile / Profil linguistique	Per Diem Rate / Taux journalier	Estimated Level of Effort (days) / Niveau d'effort estimatif (jours)	Total Estimated Cost / Coût total estimatif
B.1 Business Analyst Level 3		I			\$23,750.00
I.11 Technology Architect Level 3					\$0.00
I.10 Technical Architect Level 3					\$184,500.00
I.7 System Administrator Level 3					\$92,250.00
I.11 Technology Architect Level 3					\$64,750.00
	•	•	Estimated	Cost / Coût estimatif	\$365,250.00
			Арр	licable Taxes @ 13%	\$47,482.50
	Total Estimate	ed Travel and Living	Cost / Coût total estimat	if de voyage et de vie	\$0.00
			Total Estimated Cost	Coût total estimatif	\$412,732.50
Check applicable Basis of P Cocher la Base de Paiement a		Maximum Price / Prix Maximum :		Firm Price / Prix Ferme :	
The client's authorization limit is \$300,000. When it amendments (excluding Applicable Taxes) is in excibe signed by the authorized client and forwarded to Authority for authorization.	cess of this limit, the TA must	(excluant les taxes app	du client est 300,000 \$. Lo dicables) dépasse cette lim ontractante de TPSGC pou	ite, l'AT doit être signée p	
Name of Technical Authority / Nom de l'autorité tec YOUNG MEGAN MEGAN Date: 202	thn Date signed by YOUNG 21.10.28 13:30:41	Name of Contracting A StJeanValo Joanne	OIS, DN: CN = St.	contractante ed by: StJeanValois, Joann JeanValois, Joanne C = CA = PWGSC-TPSGC 1.02 11:48:27 -04'00'	
Signature LEGER Digitally signed DN. Crea, Org. CN-LEGER TE Reason: lagree signature in this Lagrange Control of the Control Lagrange Contro	igning location here	Signature 02	·		
Signature PART 4 - CONTRACTOR SIGNAT	— URE / PARTIE 4 - SI	GNATURE DU G	CONTRACTEUR		
				2021	-10-29
Name and Title of individual authorized to sign on b Nom et titre Signature de la personne autorisée à s l'entrepreneur		Signature		2021	Date

TA	ASK AUTHORIZATION
Contractor: CACHE CONSULTING	Outlined agreement # : 5500001067
Task #:	Original requisition (RVReq)# : 1000354209
TA PO #:	
TA Requisition # :1000356525 line 140 / 150	Date:2021-03-01
Amendment Number (if applicable) :	Financial coding : 251050000

1. TA Request

2. Background / Objective:

Canada Border Service Agency (CBSA) is currently assessing its SAP footprint in Corporate Administration System (CAS) in order to move forward with work to modernize using SAP SaaS products like Successfators, Ariba and Concur while preparing to move forward with a migration to S/4 HANA. As such we are preparing for our journey by ensuring that project and change management is present.

3. Tasks

This resource is required to review to work with Project Management team in order to

SAP Project Manager may be required, but not limited to, to perform the following:

- 1. Activity and resource planning
- 2. Organizing and motivating a project team
- 3. Controlling time management
- 4. Ensuring customer satisfaction
- 5. Analyzing and managing project risk
- 6. Monitoring progress
- 7. Managing reports and documentation

4.Deliverables and Associate Schedule

The following deliverables will be provided to the technical authority:

Deliverables	Schedule
Lead Stakeholder engagement sessions Various sessions involving multiple resources	January 2021 to Mar 31 st 2022
 External Stakeholders some examples depending on solution (Treasury Board, Canada Revenue Agency, Royal Canadian Mounted Police, Health Canada) Internal Stakeholders (Business Process Owners, Executives, Super user community) 	
Regular Project Tracking	January 2021 to Mar 31 st 2022

	TASK AUTHORIZATION					
4. Monitoring pro	omer satisfaction managing project risk					
minimum includes: Significant Adactivities com Planned Accorplanned for th Unplanned A	/ progress reports which at a Complishments: Showing all apleted during the previous period amplishments: Showing all activities are next period activities: Showing all activities and the period activities and the period activities are not planned for the period					
 Risk, Issues and Mitigation: Identify all risks and issues, with probability of occurrence, impact, and measures applied to mitigate the risks Format of Deliverables The format of the deliverables is to be specified here. Documents to be delivered using Microsoft word, Power Point, and excel (if all required) SAP BW and SAP ECC 						
2. PERIOD OF SERVICES	From: March 2021 To: March 2022					
3. Work Location	355 N. River Road, Ottawa, Ontario *** At home through Covid					
4. Other Conditions /Restraints	[]Yes [x]No Specify:					
5. Travel	[] Yes [x] No Specify:					
6. Basis of Payment	Limitation of Expenditure [x] Ceiling Price [] Firm Price []					
7. METHOD OF [] Single [x] Monthly [] Milestones						
8. LEVEL OF SECURIT	Y CLEARANCE REQUIRED FOR THE CONTRACTOR'S PERSONNEL					
[X] Reliability Status [] Confidential [] Secret [] Not Applicable						
9. BILINGUALISM (if applicable)						
[] English and French	[] French [x] English					

TASK AUTHORIZATION **TA Proposal** [For completion by Contractor] 10. Estimated Cost Contract Category of Proposed Resource and Firm Per Diem **Estimated # of Days Total cost** name Rate 11,700\$ Change Management FY 2021 Change Management FY 2022 234,000\$ **Sub-total Professional Fees:** 245,700\$ HST: 31,941\$ Total: 277,641\$ **TA Approval** 11. Signing Authorities Signatures of Authorized Representatives Date Name & Title of Individual Authorized to Sign on Behalf of Contractor: 2021-03-01 2021-03-01 Name & Title of the Project Authority: Name & Title of Contracting Authority for CBSA (if required): 12. Invoicing Payment to be made based on receipt of detailed invoices for services rendered, subject to full acceptance

by the Project Authority. Total of payments not to exceed the grand total.

The supplier should invoice in ¼, ½, ¾ or whole day increments. For example 1.00, 1.25, 1.50 or 1.75 days.

Invoices must be sent electronically via email to: vendors-fournisseurs@cbsa-asfc.gc.ca

Financial Coding: